



Meetings are held at the
Ilwaco Community Building Meeting Room
158 First Ave North in Ilwaco, WA

**CITY OF ILWACO
CITY COUNCIL MEETING
Monday, July 13, 2015**

6:00 p.m. REGULAR COUNCIL MEETING

AGENDA

- A. Call to order**
- B. Flag Salute**
- C. Roll Call**
- D. Approval of Agenda**
- E. Consent Agenda**

All matters, which are listed within the consent section of the agenda, have been distributed or made available for review to each member of the council prior to the meeting. Items listed are considered routine and will be enacted with one motion unless a council member specifically requests it to be removed from the Consent Agenda to be considered separately. The staff recommends the approval of the following items:

- 1. Approval of Minutes (TAB 1)
 - a. June 22, 2015 Regular Meeting
 - b. June 26, 2015 Special Meeting
 - c. June 29, 2015 Special Meeting
- 2. Claims & Vouchers (TAB 2)
 - a. Checks: 37990 to 37998 + electronic payments \$40,373.13
 - b. Checks: 37999 to 38041 \$115,774.66
 - GRAND TOTAL: \$156,147.79

F. Reports

- 1. Staff Reports (TAB 3)
 - a. Chief of Police Written Report
- 2. Council Reports
- 3. Mayor's Report

G. Comments of Citizens and Guests Present

At this time, the mayor will call for any comments from the public on any subject not on the agenda. Please limit your comments to five (5) minutes. The City Council does not take any action or make any decisions during public comment. To request an item be added to a future agenda, please contact the city clerk for the council rules of procedure for agenda items.

H. Public Hearing

1. Amendment of Chapter 15 of the IMC Code (TAB 4) - *Cassinelli*

I. Business

1. Emergency Communications Sales Tax (TAB 5) – *Cassinelli*

J. Discussion

1. iFocus Consulting Contract Renewal (TAB 9) – *Cassinelli*
2. Amendment of Chapter 15 of the IMC Code (TAB 10) – *Cassinelli*
3. City of Ilwaco Investment Policy (TAB 11) – *Marshall*
4. Ordinance Vacating Public Right-Of-Way (TAB 12) – *Forner*
5. Amend Ordinance No. 777 Parks and Recreation Commission (TAB 13) - *Cassinelli*

K. Correspondence and Written Reports (TAB 14)

1. Planning Commission Recommendation to Council regarding Amendment of Chapter 15
2. WA State Auditor’s Office Entrance Conference

L. Future Discussion/Agendas

1. Burglar & Fire Alarm Systems Ordinance - *Cassinelli*
2. Amendment of Chapter 15 of the IMC Code – *Cassinelli*
3. Beachdog.com Hosting Renewal and Email Options – *Karnofski*
4. Neighborhood Preservation Ordinance – *Cassinelli*
5. CUP Extensions – *City Planner*
6. Ordinance Amending Title 8 – Health and Safety – *Cassinelli*
7. Amendment of the Critical Areas Ordinance No. 614 – *City Planner*

M. Adjournment

N. Upcoming Meetings

| COUNCIL/COMMISSION | PURPOSE | DAY | DATE | TIME | LOCATION |
|-------------------------|-----------------|---------|----------------------|-----------|--------------------|
| City Council | Regular Meeting | Monday | 07/27/15 08/10/15 | 6:00 p.m. | Community Building |
| Planning Commission | Regular Meeting | Tuesday | 08/04/15 | 6:00 p.m. | Community Building |
| Parks & Rec. Commission | Regular Meeting | Tuesday | 08/11/15 | 6:00 p.m. | Ilwaco Fire Hall |



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday June 22, 2015**

A. Call to Order

1. Mayor Cassinelli called the meeting to order at 6:00pm.

B. Flag Salute

1. The Pledge of Allegiance was recited.

C. Roll Call

1. Present: Mayor Cassinelli and Councilmembers Jensen, Karnofski, Marshall, and Forner.
Absent Councilmember Chambreau.

D. Approval of Agenda

1. **ACTION: Motion to approve amended agenda with the addition of an Executive Session prior to Discussion Tabs 9 and 10 (Agenda Item 1 and 2). (Karnofski/Jensen) 4 Ayes 0 Nays 0 Abstain.**

E. Approval of Consent Agenda

1. Including Checks 37953 to 37955 + Electronic totaling \$20,010.94 and Checks: 37951, 37952, and 37956 to 37989 totaling \$78,973.50 for a grand total of \$98,984.44.
ACTION: Motion to approve the consent agenda. (Marshall/Jensen). 4 Ayes 0 Nays 0 Abstain.

F. Reports

1. Staff Reports

i. Treasurer's Report

Included in council packet.

ii. Police Chief Report

The Department is getting ready for the 4th of July weekend with extra officers.

iii. Fire Chief Report

Chief Williams stated that the city should implement an open burn ban through October in an effort to reduce fire hazards. It is the opinion of the Fire Chief that any open fires should be banned, including BBQ's (excluding gas/propane). Council discussed adding this as a discussion item to the agenda. Police Chief Wright reported that most open burns are taken care of with a reminder warning, and then Olympia is contacted.

ACTION: I move to add a discussion item to the agenda that being a city wide burn ban. (Jensen/Forner). 4 Ayes 0 Nays 0 Abstain.

2. Council Reports

- i. Councilmember Jensen spoke with a member of the press who requested the date of City Council be moved to a Tuesday or Wednesday, due to a conflict with the date of Ocean Beach School District Board Meetings, which was taken into consideration. Also, the Black Lake Trail is significantly dry, likely a result of the lack of rain for the month.
- ii. Councilmember Karnofski commended Parks and Recreation Chair Nick Haldeman for his work on the Black Lake Trails. A meeting with the Columbia Land Trust is scheduled for 6/23/15 to discuss the removal of dikes serving the Wallacut River and any impact to the surrounding properties.
- iii. Councilmember Marshall attended the water shed tour with Councilmember Chambreau and Forner and appreciated the educational opportunities it presented about RFP for roads and streams.
- iv. Councilmember Forner also attended the water shed tour and is concerned with the Weyerhaeuser access gate which allows entry over our water shed to the units being harvested being locked and inaccessible in case of a fires. June rainfall of .39" is the 2nd lowest in history, average for this time of year is 2" to 2.25". Forner will also meet with the Columbia River Land Trust regarding the Wallacut dike removal.

3. Mayor's Report

- i. Mayor Cassinelli will be attending PCOG and EDC meetings this week. A Thank You note from Kris Pointer with the Ilwaco Timberland Regional Library was presented.

G. Comments of Citizens and Guests Present

1. None

H. Oath of Office

1. Jackie Sheldon recited the Oath of Office as presented by Mayor Cassinelli for Planning Commission Seat No. 2.

I. Business

1. Amend Title 15.16 of the IMC, Development in Flood Areas

Councilmember Jensen stated that a check with the International Building Code revealed language regarding building in flood zones.

ACTION: I move to adopt Ordinance XXX amending Title 15.16, Development in Flood Areas, to comply with the most current International Building Code and International Residential Code as adopted by the State of Washington and FEMA minimum requirements. (Marshall/Jensen) 4 Ayes 0 Nays 0 Abstain

2. Emergency Communications Sales Tax

Discussion over how much money is involved with the tax, and requested a copy of the PACCOM budget. Councilmember Forner was not satisfied with the guarantee of this

money being allocated to the budget shortfall and stated that the county should be pursuing a cell phone tax.

ACTION: Leave as Business for the next meeting.

3. Promotion for Deputy City Clerk

Discussion over the title of “Deputy City Clerk” and why “Deputy” is used.

ACTION: I move to approve the mayor’s recommended promotion of Holly Beller to City Clerk Grade 9, Step 1 on the 2015 pay scale effective July 1, 2015.

(Forner/Marshall) 4 Ayes 0 Nays 0 Abstain

J. Discussion

1. iFocus Consulting Contract Renewal

Discussion regarding email service from beachdog.com and the iFocus implement recommendation to use the Microsoft Online Exchange Plan.

ACTION: Leave as Discussion for next meeting.

2. Burglar & Fire Alarm Systems Ordinance

Council discussed what the definition of a “false alarm” is and how this impacts the schools. Suggestions were given for additional language to clarify “mischievous activations”.

ACTION: Leave as Discussion for next meeting.

3. City of Ilwaco Investment Policy

Council discussed if employees should have authority to invest city funds and the repercussions of market declines to the city.

ACTION: Leave as Discussion for next meeting.

4. Ordinance Vacating Public Right-Of-Way

Council discussed Section 4 of the ordinance and if it is necessary to include, as the council had passed the Public Right-of-Way vacation without fee at the April 27, 2015 council meeting.

ACTION: Leave as Discussion for next meeting.

5. City Wide Burn Ban

Discussion over support from council of the State and County Burn Ban, and if the city will issue citations to enforce the ban. Questions arose over the burn ban effecting fireworks, camp fires, and BBQ’s. The Fire Chief will post notices a the post office, City Hall and other places to remind the public of the burn bans, which shall include small campfires.

ACTION: Leave as Discussion for next meeting.

K. Executive Session

1. Mayor Cassinelli closed the regular council meeting at 7:29 p.m. and opened the Executive Session at 7:33 p.m. per RCW 42.30.110(1) (g). Executive session shall meet for 15 minutes.
2. At 7:48 p.m., Mayor Cassinelli extended the Executive Session for an additional 15 minutes.
3. At 8:05 p.m., Mayor Cassinelli extended the Executive Session for 10 more minutes.

4. At 8:16 p.m., Mayor Cassinelli extended the Executive Session for an additional 5 minutes.
5. At 8:21 p.m., Mayor Cassinelli closed the Executive Session and re-opened the regular council meeting at 8:21 p.m.

L. Discussion Cont.

5. Amend Ord. 840: Salary Classifications & Establishing the 2015 Pay Table

The personnel committee will review the pay grade descriptions and possibly call a Special Council meeting workshop to further amend the 2015 Pay Table.

ACTION: Leave as Discussion for next meeting.

6. Promotion for Water Plant Operator

ACTION: Leave as Discussion for next meeting.

M. Correspondence and Written Reports

1. Planning Commission Recommendation to Council regarding Amendment to Title 15
2. Parks and Recreation Commission Terms

N. Future Discussion/Agendas

1. Neighborhood Preservation Ordinance - *Cassinelli*
2. Ordinance Amending Title 8 – Health and Safety - *Cassinelli*
3. Amendment of the Critical Areas Ordinance No. 614 – *City Planner*
4. Amend Ordinance No. 777 Parks and Recreation Commission - *Cassinelli*

O. Motion to adjourn the meeting (Forner) Mayor Cassinelli adjourned the meeting at 8:25 p.m.

Mike Cassinelli, Mayor

Holly Beller, Deputy City Clerk



**CITY OF ILWACO
SPECIAL CITY COUNCIL MEETING
Friday June 26, 2015**

A. Call to Order

1. Mayor Cassinelli called the meeting to order at 8:21 a.m.

B. Flag Salute

1. The Pledge of Allegiance was recited.

C. Roll Call

1. Present: Mayor Cassinelli and Councilmembers Jensen, Karnofski, Marshall, and Forner.
Absent Councilmember Chambreau.

D. Approval of Agenda

1. **ACTION: Motion to approve agenda. (Karnofski/Jensen) 4 Ayes 0 Nays 0 Abstain.**

E. Comments of Citizens and Guests Present

F. Business

1. Ordinance XXX Declaration of Burn Ban by Fire Chief – *Forner*
Council discussed the enforcement provisions of the ordinance and requested from the clerk a copy of the enforcement ordinance for Chapter 8. It was determined that the penalty would be a \$250 fine.

ACTION: I move to enact Ordinance XXX, allowing for city wide burning restrictions to be declared by the Fire Chief with the following added as Section 4;

a) Enforcement

- i) **The authority and responsibility for enforcing this chapter are vested in the chief of police, who may take such enforcement measures as deemed appropriate. Such measures may include, but are not limited to, the issuance of verbal or written warnings, the issuance of notices of infraction, when allowed under this chapter.**

b) Violation of chapter—Infraction—Exceptions.

- i) **Violations of this chapter shall be classified as infractions, except as otherwise provided. Infractions are noncriminal offenses.**

c) Notice of infractions.

- i) **A notice of infraction represents a determination that an infraction has been committed.**

d) Civil monetary penalties and process.

- i) **Civil infraction penalties shall accrue as follows: each violation will be punished by a fine not to exceed two hundred fifty dollars (\$250.00) per violation nor to exceed a fine**

of two hundred fifty dollars (\$250.00) per day that violations occur and for each day of violation thereafter until the violation has been corrected. All proceedings for the civil violation will be in accordance with Section 1.20.020.

(Jensen/Forner) 4 Ayes 0 Nays 0 Abstain

G. Discussion

1. Ordinance XXX Declaration of Burn Ban by Fire Chief - *Forner*

Councilmember Forner presented the ordinance to council. The ordinance would authorize the Fire Chief to enact a City Burn Ban. In rainy years, a burn ban may not be needed but due to the dryness of the current year there should be safety precautions in place to alleviate fire concerns. This limited burn ban would enact the restrictions needed. A copy of the Pacific County Burn Ban and the South Bend, WA ordinance were presented. Citizens commented that fireworks by private citizens should be banned entirely, this year and every year because of limited resources and budget. Citizens commented that we should also respect our elderly and animal populations which are traumatized by the smoke and noise every year. Citizen comment was made regarding the state legislature requiring one year advance notice by City's enacting a firework ban. A citizen comment was made on how the city was going to enforce the ordinance and what the fine would be to a citizen.

Council agreed that enforcement and resources will vary but council is still responsible to the public for safety and the citizens are still responsible for the actions of themselves and guests'.

**ACTION: Motion to move this item from Discussion to Business at this meeting.
(Karnofski/Forner) 4 Ayes 0 Nays 0 Abstain.**

H. Adjournment

1. Motion to adjourn the meeting (Forner) Mayor Cassinelli adjourned the meeting at 8:58 a.m.

Mike Cassinelli, Mayor

Holly Beller, Deputy City Clerk



**CITY OF ILWACO
SPECIAL CITY COUNCIL MEETING
Monday June 29, 2015**

A. Call to Order

1. Mayor Cassinelli called the meeting to order at 10:00 a.m.

B. Flag Salute

1. The Pledge of Allegiance was recited.

C. Roll Call

1. Present: Mayor Cassinelli and Councilmembers Jensen, Karnofski, Marshall, and Forner.
Absent Councilmember Chambreau.

D. Approval of Agenda

ACTION: Motion to approve agenda. (Karnofski/Marshall) 4 Ayes 0 Nays 0 Abstain.

E. Comments of Citizens and Guests Present

F. Business

1. **Amendment to Ordinance 848 Declaration of Burn Ban by Fire Chief**

ACTION: I move to amend Ordinance 848 to be effective immediately upon publication and designated herein as a public emergency ordinance necessary for the protection of public health, public safety, public property or the public peace. (Forner/Karnofski) 4 Ayes 0 Nays 0 Abstain

2. **Amendment to Department of Health Jobs Act Now Contract**

ACTION: I move to approve the Mayor to execute the contract amendment between the City of Ilwaco and the Department of Health for the amount of \$66,234.00 (Marshall/Jensen) 4 Ayes 0 Nays 0 Abstain

G. Discussion

1. **Amendment to Ordinance 848 Declaration of Burn Ban by Fire Chief**

The amendment will make the ordinance effective immediately upon publication.

ACTION: Motion to move to business at this meeting. (Karnofski/Forner) 4 Ayes 0 Nays 0 Abstain

2. **Amendment to Department of Health Jobs Act Now Contract**

This contract will give the Mayor authority to accept an additional \$66,234.00 from DOH for the water plant filter improvements and reduce the out of pocket cost to the city.

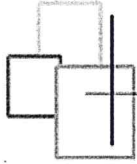
ACTION: Motion to move to business at this meeting. (Karnofski/Forner) 4 Ayes 0 Nays 0 Abstain

H. Adjournment

- 1. Motion to adjourn the meeting (Jensen)** Mayor Cassinelli adjourned the meeting at 10:05 a.m.

Mike Cassinelli, Mayor

Holly Beller, Deputy City Clerk



Register

| Number | Name | Fiscal Description | Amount |
|-----------------------|-------------------------------|-----------------------------|--------------------|
| <u>37990</u> | Gardner, Daryl W | 2015 - July - First meeting | \$1,678.06 |
| <u>37991</u> | Jensen, David | 2015 - July - First meeting | \$181.91 |
| <u>37992</u> | Williams, Thomas R | 2015 - July - First meeting | \$991.23 |
| <u>37993</u> | AWC - Life Insurance | 2015 - July - First meeting | \$13.40 |
| <u>37994</u> | AWC Employee Benefit Trust | 2015 - July - First meeting | \$4,898.12 |
| <u>37995</u> | Dept of Retirement - Def Comp | 2015 - July - First meeting | \$280.00 |
| <u>37996</u> | Dept of Retirement Systems | 2015 - July - First meeting | \$5,744.87 |
| <u>37997</u> | Dept of Labor & Industry | 2015 - July - First meeting | \$4,939.26 |
| <u>37998</u> | Employment Security Dept. | 2015 - July - First meeting | \$1,684.03 |
| Beller, Holly Celeste | ACH Pay - 1552 | 2015 - July - First meeting | \$1,221.39 |
| Benson, Austin | ACH Pay - 1553 | 2015 - July - First meeting | \$1,045.26 |
| Cassinelli, Michael | ACH Pay - 1554 | 2015 - July - First meeting | \$423.96 |
| Chambreau, Jon H. | ACH Pay - 1555 | 2015 - July - First meeting | \$181.91 |
| Forner, Gary | ACH Pay - 1556 | 2015 - July - First meeting | \$399.55 |
| Gray, Richard Roy | ACH Pay - 1558 | 2015 - July - First meeting | \$1,682.06 |
| Gustafson, David M. | ACH Pay - 1559 | 2015 - July - First meeting | \$1,579.70 |
| Hazen, Warren M. | ACH Pay - 1560 | 2015 - July - First meeting | \$2,009.08 |
| Marshall, Fred | ACH Pay - 1562 | 2015 - July - First meeting | \$181.91 |
| Mc Kee, David A | ACH Pay - 1563 | 2015 - July - First meeting | \$1,753.43 |
| Mulinix, Vinessa | ACH Pay - 1564 | 2015 - July - First meeting | \$181.11 |
| Richardson, Troy | ACH Pay - 1565 | 2015 - July - First meeting | \$1,457.04 |
| Smith, Ariel | ACH Pay - 1566 | 2015 - July - First meeting | \$1,264.83 |
| Staples, Terri P | ACH Pay - 1567 | 2015 - July - First meeting | \$383.53 |
| <u>EFT 7-2-15</u> | Discovery Benefits | 2015 - July - First meeting | \$750.00 |
| <u>EFT 7-2-15</u> | U.S. Treasury Department | 2015 - July - First meeting | \$5,447.49 |
| | | | \$40,373.13 |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Ilwaco, and that I am authorized to authenticate and certify said claims.

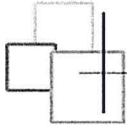
Treasurer

37990 through 37998 and electronic payments totalling \$40,373.13 are approved this 13th day of July, 2015.

Council member

Council member

Council member



Register

Fiscal: 2015
Deposit Period: 2015 - July
Check Period: 2015 - July - First meeting

| Number | Name | Print Date | Amount |
|----------------------------|---|------------|--------------|
| Bank of the Pacific | 8023281 | | |
| Check | | | |
| <u>37999</u> | Bank of Pacific | 7/13/2015 | \$14,823.40 |
| <u>38000</u> | A Sparkling Castle | 7/13/2015 | \$480.00 |
| <u>38001</u> | A-1 Redi Mix | 7/13/2015 | \$241.70 |
| <u>38002</u> | ABECO Office Systems | 7/13/2015 | \$78.81 |
| <u>38003</u> | Active Enterprises/petro. | 7/13/2015 | \$145.67 |
| <u>38004</u> | Art's Auto Parts, Inc. | 7/13/2015 | \$104.11 |
| <u>38005</u> | Beachdog.com Inc | 7/13/2015 | \$300.00 |
| <u>38006</u> | Cartomation, Inc. | 7/13/2015 | \$50.00 |
| <u>38007</u> | Chinook Observer | 7/13/2015 | \$74.34 |
| <u>38008</u> | City of Ilwaco | 7/13/2015 | \$2,359.07 |
| <u>38009</u> | City of Long Beach | 7/13/2015 | \$15,261.69 |
| <u>38010</u> | Columbia Steel Supply | 7/13/2015 | \$268.79 |
| <u>38011</u> | Dennis CO | 7/13/2015 | \$456.27 |
| <u>38012</u> | Englund Marine Supply Inc | 7/13/2015 | \$969.38 |
| <u>38013</u> | Fastenal Company | 7/13/2015 | \$344.50 |
| <u>38014</u> | Ferguson Enterprises, Inc. | 7/13/2015 | \$5,770.85 |
| <u>38015</u> | Ford Electric Co. Inc. | 7/13/2015 | \$4,865.44 |
| <u>38016</u> | Goulter Diamond Bar Ranch | 7/13/2015 | \$1,300.00 |
| <u>38017</u> | Grainger | 7/13/2015 | \$990.08 |
| <u>38018</u> | Hach Company | 7/13/2015 | \$173.48 |
| <u>38019</u> | Heather Reynolds, Attorney | 7/13/2015 | \$1,674.00 |
| <u>38020</u> | IFOCUS Consulting Inc. | 7/13/2015 | \$882.50 |
| <u>38021</u> | John Deere Financial | 7/13/2015 | \$1,082.23 |
| <u>38022</u> | Kris Kaino | 7/13/2015 | \$412.00 |
| <u>38023</u> | Lawson Products | 7/13/2015 | \$180.00 |
| <u>38024</u> | LEAF | 7/13/2015 | \$130.00 |
| <u>38025</u> | Long Beach Commercial Security | 7/13/2015 | \$8.09 |
| <u>38026</u> | Nancy McAllister | 7/13/2015 | \$412.00 |
| <u>38027</u> | Naselle Rock & Asphalt | 7/13/2015 | \$844.62 |
| <u>38028</u> | North Central Laboratories | 7/13/2015 | \$483.35 |
| <u>38029</u> | Northwest Motor Service | 7/13/2015 | \$425.90 |
| <u>38030</u> | Oman & Son | 7/13/2015 | \$193.61 |
| <u>38031</u> | Pacific CO Department of Vegetation Management | 7/13/2015 | \$2,057.00 |
| <u>38032</u> | Peninsula Sanitation Service, Inc. | 7/13/2015 | \$358.03 |
| <u>38033</u> | Port of Ilwaco | 7/13/2015 | \$2,382.75 |
| <u>38034</u> | Sid's IGA | 7/13/2015 | \$93.19 |
| <u>38035</u> | Sunset Auto Parts Inc. | 7/13/2015 | \$401.74 |
| <u>38036</u> | Tire Hut | 7/13/2015 | \$32.37 |
| <u>38037</u> | Verizon Wireless | 7/13/2015 | \$92.50 |
| <u>38038</u> | Visa | 7/13/2015 | \$159.69 |
| <u>38039</u> | WA State Dept. of Ecology * | 7/13/2015 | \$52,153.94 |
| <u>38040</u> | Wilcox & Flegel Oil Co. | 7/13/2015 | \$1,845.57 |
| <u>38041</u> | William R. Penoyar, Attorney at Law | 7/13/2015 | \$412.00 |
| Total Check | | | \$115,774.66 |
| Total 8023281 | | | \$115,774.66 |
| Grand Total | | | \$115,774.66 |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Ilwaco, and that I am authorized to authenticate and certify said claims.

Treasurer

37999 through 38041

totalling \$115,774.66 are approved this 13th day of July, 2015.

Council member

Council member

Council member

Long Beach Police

P.O. Box 795
Long Beach, WA 98631

lbpdchief@centurytel.net

Phone 360-642-2911
Fax 360-642-5273

07-01-15

Page 1 of 4

To: Mayor Cassinelli and Ilwaco City Council

From: Chief Flint R. Wright

Ref.: Monthly Report for June 2015

During the month of June the Long Beach Police Department handled the following cases and calls:

Long Beach

724 Total Incidents

Aid Call Assists: 3

Alarms: 6

Animal Complaints: 14

Assaults: 11

Assists: 72

(Includes 13 Law Enforcement Agency Assists Outside City Boundaries)

Burglaries: 2

Disturbance: 31

Drug Inv.: 7

Fire Call Assists: 3

Follow Up: 154

Found/Lost Property: 21

Harassment: 6

Malicious Mischief: 2

MIP – Alcohol: 0

MIP – Tobacco: 0

Missing/Found Persons: 2

Prowler: 3

Runaway: 0

Security Checks: 153

Suspicious: 29

Thefts: 19

Traffic Accidents: 2

Traffic Complaints: 12

Traffic Tickets: 10

Traffic Warnings: 114

Trespass: 8

Warrant Contacts: 17

Welfare Checks: 23

Ilwaco

444 Total Incidents

Aid Call Assists: 0

Alarms: 7

Animal Complaints: 14

Assaults: 10

Assists: 48

Burglaries: 0

Disturbance: 23

Drug Inv.: 0

Fire Call Assists: 2

Follow Up: 88

Found/Lost Property: 7

Harassment: 6

Malicious Mischief: 1

MIP – Alcohol: 0

MIP – Tobacco: 0

Missing/Found Persons: 3

Prowler: 0

Runaway: 0

Security Checks: 139

Suspicious: 17

Thefts: 7

Traffic Accidents: 1

Traffic Complaints: 10

Traffic Tickets: 4

Traffic Warnings: 32

Trespass: 15

Warrant Contacts: 1

Welfare Checks: 9

I attended the 911 Operations Board meeting on June 9th.

The department received "Crises Intervention Training" on June 12th and 15th. The training dealt specifically with dealing with the mentally ill when they are in crises. Dealing with anyone in crises is dangerous but if the person suffers with mental illness it magnifies the danger, which is why this type of training is so important.

On the 16th the department had firearms range training. We qualified with our duty, off duty and back-up handguns.

On June 17th Officer Casey Meling attended training. The title of the class was "Verbal Excellence – Winning with Words". A few of the topics covered were how to use words to persuade people, avoiding toxic talk, de-escalation and defusing through verbal communication and verbal tools to build cooperation.

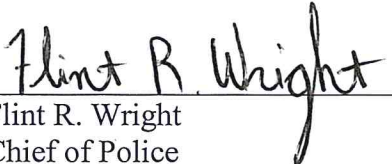
The "Beach Run" was held on the 20th. This year we had an unfortunate incident where one of the participants was hit by the passenger mirror of a vehicle during the event. Thankfully there were no injuries and the driver was cautioned to be more careful.

From June 22nd – June 26th Officer Tim Mortenson attended "First Level Supervision" training. This training is intended to take line officers and teach them the basic skills of how to supervise other officers. In the next two years I intend to send Jeff Cutting and Casey Meling to this same training as well.

Officer Mike Parker attended training on the 24th. The course title was "Investigating Child Sexual Abuse". Some of the topics covered were sex offender profiles, interview techniques, child interviewing and DNA collection. No officer wants to investigate these types of crimes but as they say "it comes with the badge".

Officer Casey Meling attended a class titled "Computer Seizure and on Scene Preview Computer Certification for Child Pornography". The class was held on June 25th. The class dealt with the current best practices for seizure of a computer and for on scene examinations of computers where it is suspected that child porn is on the computer.

I received two thank you notes in June. One was for Officer Casey Meling for helping a lady who had fallen and the other was for Officer Mike Parker for assisting with a trespass issue. I have attached copies of the notes. We can be thankful that the department has such dedicated public servants.



Flint R. Wright
Chief of Police

For all you do...



THANK YOU.

Thanks
for helping me up
when I fell on the street
Pat Quast

a Approximately two weeks ago a man approached a rental unit of ours. and The tenant (who is currently working a house remodel for us) answered the door and the man barged in. In the next couple of hours he had ^{the man started} ~~had~~ ^{threw} furniture over threatened our tenant and destroyed some things within the condo.

~~Myself and Mr. Peterson were~~

A phone call was made to the police by our tenant and was responded quickly to by a officer Parker.

Now we have ~~be~~ on occasion dealt with Mr. Parker or have seen him within the community doing his job.

Officer Parker goes above and beyond, particularly in his drive to assist others.

He ~~appears to~~ provides exemplary service to the ~~community~~ of Long Beach Police Dept.

its citizens.

He does his job diligently ^{fairly + w/out prejudice} but yet ~~is not~~

He resolved the issue w/out conflict but definitely

**CITY OF ILWACO
ORDINANCE NO. XXX**

AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, AMENDING THE ILWACO MUNICIPAL CODE IN ORDER TO UNIFORMLY ENFORCE THE CODE REQUIREMENTS WITH REGARDS TO VIOLATION AND PENALTIES AND TO UPDATE POLICY.

WHEREAS, the Council of the City of Ilwaco wishes to make the Ilwaco Municipal Code uniformly consistent for enforcement; and

WHEREAS, certain sections of the Ilwaco Municipal Code require updating;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The Ilwaco Municipal Code, is amended to read as follows:

Chapter 15.02

GENERAL PROVISIONS

Sections:

- 15.02.010 Title.
- 15.02.020 Authority.
- 15.02.030 Applicability.
- 15.02.040 Purpose and intent.
- 15.02.050 Minimum requirements.
- 15.02.060 Interpretation—Language construction.
- 15.02.070 Computation of time.
- 15.02.080 Zoning map interpretation.
- 15.02.090 Right-of-way interpretation.
- 15.02.100 Withdrawal of applications.
- 15.02.110 Violations defined.
- 15.02.120 Permit suspension, revocation, or modification.
- 15.02.130 Security agreement.
- 15.02.140 Violations and penalties.
- 15.02.150 Severability.

15.02.010 Title.

This document will be known and may be cited as the Ilwaco Unified Development Ordinance, and is referred to in this document as “this title.” (Ord. 627 (part), 1999)

15.02.020 Authority.

This title is adopted pursuant to the authority contained in Chapter 35A.63 RCW (Planning and Zoning in Code Cities), Chapter 35A.58 RCW (Boundaries and Plats), Chapter 36.70A RCW

Ordinance XXX

Page 1 of 6

(Growth Management Act), Chapter 36.70B RCW, Chapter 86.16 RCW (Flood Prevention), Title 58 RCW (Boundaries and Plats), and any other appropriate state regulations. (Ord. 627 (part), 1999)

15.02.030 Applicability.

A. The provisions of this title apply to all development in the city, and no development may occur before obtaining a permit or approval pursuant to this title, except as provided in subsection B below.

B. This title does not affect the validity of any effective development permit that was issued before the effective date of this title.

C. Nothing in this title authorizes development that is inconsistent with and does not further the framework and policy direction provided for in the city's adopted comprehensive plan pursuant to Chapter 36.70A RCW. (Ord. 627 (part), 1999)

15.02.040 Purpose and intent.

The purposes of this title are:

A. To establish regulatory procedures and standards for review and decision-making of all proposed development in the city;

B. To foster and preserve public health, safety, comfort and welfare, and to aid in the harmonious, orderly, aesthetically pleasing, and socially beneficial development of the city, in accordance with the comprehensive plan;

C. To adopt a development review process that is efficient, effective and equitable;

D. To prohibit or condition incompatible land uses;

E. To ensure that new development(s) install all private and public infrastructure necessary to serve the new development and protect environmentally sensitive areas;

F. To implement the comprehensive plan of the city;

G. To regulate the subdivision of land to ensure that:

1. Adequate utility and public facilities are provided in developing portions of the city,

2. Land development is coordinated, and

3. Uniform monumenting of land subdivisions and conveyance by accurate legal description is achieved; and

H. To provide for a penalty for the violation of this title. (Ord. 678 § 2, 2003; Ord. 627 (part), 1999)

15.02.050 Minimum requirements.

The requirements in this title are the minimum requirements necessary to accomplish the purposes of this title. (Ord. 627 (part), 1999)

15.02.060 Interpretation—Language construction.

The following rules of construction apply to the text of this document:

A. The words “must” and “will” are always mandatory and not discretionary. The words “should” and “may” are permissive and are discretionary;

B. Words used in the present tense include the future;

C. Words used in the singular number include the plural, and the plural the singular, unless the context clearly indicates the contrary;

D. A building or structure includes any part of a building or structure;

- E. The word “person” includes an individual, a corporation, a partnership, an incorporated association, or any other similar entity;
- F. The word “includes” does not limit a term to the specified examples, but is intended to extend its meaning to all other similar instances or circumstances; and
- G. The use of any genderbased pronoun (e.g., “he”) should not be construed to be gender biased, but is only used for grammatical simplicity. (Ord. 627 (part), 1999)

15.02.070 Computation of time.

The time within which an act is to be done is computed by excluding the first and including the last day. If the last day is a Saturday, Sunday or legal holiday, that day will be excluded. (Ord. 627 (part), 1999)

15.02.080 Zoning map interpretation.

This unified development code consists of the text of this title, together with a zoning map, which is on file at the office of the city clerk-treasurer. The zoning map shows the boundaries of different use districts within the city and its urban growth area. Boundaries of land use districts should be interpreted as follows:

- A. Boundaries shown as following or approximately following any street will be interpreted as following the centerline of the street.
- B. Boundaries shown as following or approximately following any platted lot line or other property line will be interpreted as following such line.
- C. Boundaries shown as following or approximately following section lines, half-section lines, or quarter-section lines will be interpreted as following such lines.
- D. Boundaries shown as following or approximately following natural features will be interpreted as following such features.
- E. Vacated streets and alleys will assume the zone classification of abutting property. The former centerline of the vacated street or alley will be the new boundary.
- F. When any uncertainty exists as to zone boundaries, the planning commission and/or city council may require an applicant to determine the location of boundaries by survey. (Ord. 627 (part), 1999)

15.02.090 Right-of-way interpretation.

- A. Land contained in rights-of-way for streets or alleys will be considered unclassified, except when the areas are specifically designated on the zoning map as being classified in one of the zones provided in this title.
- B. Uses within street or alley rights-of-way will be limited to street purposes as defined by law.
- C. Where a right-of-way is vacated, the vacated area will adopt the zone classification of the adjoining property with which it is first merged. (Ord. 627 (part), 1999)

15.02.100 Withdrawal of applications.

An application may be withdrawn by an applicant at any time. (Ord. 627 (part), 1999)

15.02.110 Violations defined.

Structures or uses which do not conform to this title are violations subject to the enforcement, penalty, and abatement provisions of this title, except approved variances and legal nonconforming uses as specified in this title. Violations include, but are not limited to:

- A. Establishing a use not permitted in the zone in which it is located;
- B. Constructing, expanding or placing a structure in violation of setback, height, and other dimensional standards;
- C. Establishing a permitted use without complying with applicable development standards set forth in other ordinances, regulations, ordinances, rules or laws;
- D. Failing to carry out or observe conditions of a permit or approval, including contract development standards of property-specific agreements;
- E. Failing to secure a required permit or approval before establishing a permitted use; and
- F. Failing to maintain site improvements as required in this title, including but not limited to landscaping, parking or drainage control facilities. (Ord. 627 (part), 1999)

15.02.120 Permit suspension, revocation, or modification.

Any permit or approval issued by the city pursuant to this title may be suspended, revoked, or modified by the city council on one or more of the following grounds:

- A. The permit or approval was obtained by fraud;
- B. The permit or approval was granted based on inadequate or inaccurate information supplied by the applicant or the applicant's representative;
- C. An error of procedure occurred which prevented consideration of the interests of persons directly affected by the approval;
- D. The permit or approval granted is being exercised contrary to the terms or conditions of the permit or approval or in violation of any statute, law or regulation; or
- E. The holder of the permit or approval interferes with any authorized city representative in the performance of his or her duties, relevant to the permit or approval or implementation and review of the permit. (Ord. 627 (part), 1999)

15.02.130 Security agreement.

A. When a completion security or maintenance security is required to be posted, the applicant and the mayor must sign a notarized security agreement, approved in form by the city attorney. This security agreement must be recorded with the Pacific County auditor. The security agreement must provide the following information:

1. A description of the work or improvements covered by the security;
 2. The period of time covered by the security;
 3. The amount and nature of the security and the amount of the cash deposit;
 4. The rights and duties of the city;
 5. The rights and duties of the applicant;
 6. An irrevocable license to run with the property to allow the employees, agents or contractors of the city to go on the subject property for the purpose of inspecting and, if necessary, doing the work or making improvements covered by the security;
 7. The mechanism by and circumstances under which the security will be released;
 8. The mechanism by and circumstances under which the security will be forfeited.
- B. When any recorded security mechanism is released by the city to the applicant, a copy of the letter of release must be filed with the Pacific County auditor. (Ord. 627 (part), 1999)

15.02.140 Violations and penalties.

A. **Penalties for violations of this title shall be assessed and enforced pursuant to title 11, "Enforcement Procedures", of this code.** ~~Any firm, business, property owner, corporation,~~

~~entity or person who violates the standards in this title, or the more stringent standards imposed by the city in carrying out the provisions of this title, is guilty of an infraction. Each violation will be punished by a fine not to exceed two hundred fifty dollars (\$250.00) per violation nor to exceed a fine of two hundred fifty dollars (\$250.00) per day that violations occur. All proceedings for the civil violation will be in accordance with Section 1.20.020 of this code. **Provided**, the city also has the right to abate any violations of this title by seeking injunctive relief and may elect to prosecute the violation under section 1.20.020 of this code. Any firm, business, property owner, corporation, entity or person who violates the standards in this title is responsible for paying the city's court costs and reasonable attorney's fees in any abatement action. All proceedings for the infraction will be done in accordance to Section 1.20.020 of this code. (Ord. 718 (part), 2006; Ord. 627 (part), 1999)~~

15.02.150 Severability.

If any chapter, section, subsection, paragraph, sentence, clause, or phrase of this title is declared unconstitutional or invalid for any reason, the decision will not affect the validity of the remaining portion of this title. (Ord. 627 (part), 1999)

Section 2. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 3. Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, Deputy City Clerk

| VOTE | Jensen | Karnofski | Marshall | Chambreau | Forner | Cassinelli |
|-------------|--------|-----------|----------|-----------|--------|------------|
| Ayes | | | | | | |
| Nays | | | | | | |
| Abstentions | | | | | | |
| Absent | | | | | | |

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN that the Ilwaco City Council will hold a public hearing regarding the amendment of the Ilwaco Municipal Code, Chapter 15, Unified Development Ordinance. Hearing to take place at the regular City Council meeting on July 13, 2015, at or about 6:00 p.m., in the Ilwaco Community Building Meeting Room at 158 N. First Ave. N., Ilwaco, WA 98624. All written and oral comment will be considered. A copy of the ordinance will be available by Noon on July 9, 2015, at Ilwaco City Hall, 120 First Ave. N., Ilwaco WA. Please contact City Hall, 360-642-3145, should you need special accommodations. The public is invited and encouraged to attend.

Holly Beller, Deputy City Clerk

Published Date: July 1, 2015 and July 8, 2015

Legal No. 168-15

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN that the Ilwaco City Council will hold a public hearing regarding the amendment of the Ilwaco Municipal Code, Chapter 15, Unified Development Ordinance. Hearing to take place at the regular City Council meeting on July 13, 2015, at or about 6:00 p.m., in the Ilwaco Community Building Meeting Room at 158 N. First Ave. N., Ilwaco, WA 98624. All written and oral comment will be considered. A copy of the ordinance will be available by Noon on July 9, 2015, at Ilwaco City Hall, 120 First Ave. N., Ilwaco WA. Please contact City Hall, 360-642-3145, should you need special accommodations. The public is invited and encouraged to attend.

Holly Beller, Deputy City Clerk

Published Date: July 1, 2015 and July 8, 2015

Legal No. 168-15

City Clerk

From: COM GMU Review Team <reviewteam@commerce.wa.gov>
Sent: Monday, June 29, 2015 7:33 AM
To: clerk@ilwaco-wa.gov
Cc: Andersen, Dave (COM)
Subject: 21338, City of Ilwaco, Expedited Review Granted, DevRegs

Dear Ms. Beller:

The City of Ilwaco has been granted expedited review for the: Proposed amendment is to update the code enforcement procedure currently contained in Title 15 of the IMC. The amendment will create a reference to Title 11 of the IMC, which will be the new code enforcement procedures. This proposal was submitted for the required state agency review under RCW 36.70A.106.

As of receipt of this email, the City of Ilwaco has met the Growth Management Act notice to state agency requirements in RCW 36.70A.106 for this submittal. For the purpose of documentation, please keep this email as confirmation.

If you have any questions, please contact reviewteam@commerce.wa.gov

Thank you.

Review Team, Growth Management Services
Department of Commerce
P.O. Box 42525
Olympia WA 98504-2525



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

June 16, 2015

Holly Beller
Deputy City Clerk
City of Ilwaco
Post Office Box 548
Ilwaco, Washington 98624

Dear Ms. Beller:

Thank you for sending the Washington State Department of Commerce (Commerce) the following materials as required under RCW 36.70A.106. Please keep this letter as documentation that you have met this procedural requirement.

City of Ilwaco - Proposed amendment is to update the code enforcement procedure currently contained in Title 15 of the IMC. The amendment will create a reference to Title 11 of the IMC, which will be the new code enforcement procedures. These materials were received on June 12, 2015 and processed with the material ID # 21338. Expedited Review is requested under RCW 36.70A.106(3)(b).

If this submitted material is an adopted amendment, then please keep this letter as documentation that you have met the procedural requirement under RCW 36.70A.106.

If you have submitted this material as a draft amendment requesting expedited review, then we have forwarded a copy of this notice to other state agencies for expedited review and comment. If one or more state agencies indicate that they will be commenting, then Commerce may deny expedited review and the standard 60-day review period will end on August 11, 2015. Commerce will notify you by e-mail regarding of approval or denial of your expedited review request. If approved for expedited review, then final adoption may occur no earlier than June 26, 2015. Please remember to submit the final adopted amendment to Commerce within ten (10) days of adoption.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call Dave Andersen (509) 434-4491.

Sincerely,

Review Team
Growth Management Services

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 06/08/15 Council Business Item: 06/22/15
07/13/15

C. Sponsor(s):

- D. Background (overview of why issue is before council):

Support of this resolution will result in the City of Ilwaco joining with Pacific Co. municipalities to place the initiative on the November voting ballot for the public to vote upon.

1. The city paid 22,434.00 in 2014 from general funds.
2. The city will pay \$32,400 in 2015 from general funds.
3. Included in this material is the PACCOM budget for 2015 and 2016.

1. Fiscal: It is unclear what the financial impact to the city will be at this time. Without the ultimate passage of the tax, all Pacific Co. municipalities will see increased payments for emergency services from their general funds.
2. Legal:
3. Personnel:
4. Service/Delivery:

G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on

I. Time Constraints/Due Dates:

City Council Agenda Item Briefing
Page 1 of 1

**CITY OF ILWACO
RESOLUTION NO. 2015-XX**

A RESOLUTION OF THE CITY OF ILWACO, WASHINGTON, DEMONSTRATING SUPPORT FOR PLACING A COUNTYWIDE 1/10TH OF 1 PERCENT SALES TAX MEASURE ON THE BALLOT TO PROVIDE CONSISTENT FUNDING FOR 911 SERVICE.

WHEREAS, Pacific County Communications (PACCOM) provides the first line of response for citizens in need of help; and

WHEREAS, protecting the public's safety is a foremost responsibility for local government; and

WHEREAS, providing a consistent level of funding to sustain the service is a high priority for the Long Beach Police Department, Ilwaco Volunteer Fire Department and all emergency service agencies in Pacific County; and

WHEREAS, every citizen in the County relies on this essential service and should therefore be responsible for a proportional share of the 911 service cost; and

WHEREAS, the current method of funding places a disproportionate burden on property owners by using property tax as the primary source of revenue; and

WHEREAS, the State of Washington has provided legislation to fund 911 through sales tax to insure that adequate and responsible service is available to all citizens through RCW 82.14.420; and

WHEREAS, all of the agencies served by Pacific County Communications have weighed the options available for funding the program and have agreed that the sales tax is the most fair and equitable solution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. That the Ilwaco City Council does hereby give its' full and unqualified support to the E 9-1-1 Sales and Use Tax proposition, asking the Pacific County Board of Commissioners to place this issue on the November 2015 countywide ballot, and encourages all eligible citizens to support the proposition.

Section 2. Effective Date. This resolution, being an exercise of power specifically delegated to the city legislative body, is not subject to referendum and shall take effect five (5) days after passage by the City Council.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS ____ DAY OF _____, 2015.

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, Deputy City Clerk

| VOTE | Jensen | Karnofski | Marshall | Chambreau | Forner | Cassinelli |
|-------------|--------|-----------|----------|-----------|--------|------------|
| Ayes | | | | | | |
| Nays | | | | | | |
| Abstentions | | | | | | |
| Absent | | | | | | |

EFFECTIVE:

RESOLUTION NO. 2015-_____
IN THE MATTER OF SUBMITTING PROPOSITION E 9-1-1
TO THE VOTERS OF PACIFIC COUNTY

WHEREAS, Pacific County Communications (PACCOM) is an entity created through an Interlocal agreement between Pacific County, the four incorporated cities, Shoalwater Bay Tribe, the eight Fire/Emergency Medical Services (EMS) districts and North Pacific County EMS known as member and nonmember agencies; and

WHEREAS, the PACCOM Board consisting of representatives of the member agencies establishes the annual budget, provides financial support from their respective general funds, and governs Enhanced Emergency Communications (E 9-1-1) services for all residents and visitors to Pacific County; and

WHEREAS, given the budget constraints experienced by all PACCOM member agencies, the ability to continue to provide the level of funding needed to operate E 9-1-1 services is not sustainable, and potential reductions in services will be detrimental to public and officer safety; and

WHEREAS, every resident and visitor to the County relies on these essential services and should therefore be responsible for a proportional share of the E 9-1-1 service cost; and

WHEREAS, the State of Washington has provided legislation to fund E 9-1-1 through a sales and use tax to insure adequate and responsible services are available to all residents and visitors; and

WHEREAS, RCW 82.14.420 allows the county legislative authority to submit an authorizing proposition to the voters, and if the proposition is approved by a majority of persons voting, impose a sales and uses tax that shall equal one-tenth of one percent of the selling prices in the case of sales tax, or value of the article used, in the case of the use tax; and

WHEREAS, all of the member agencies served by PACCOM have weighed the options available for funding E 9-1-1 operations and have agreed that the sales and use tax option is the most fair and equitable solution;

NOW THEREFORE BE IT HEREBY RESOLVED that the Board of Pacific County Commissioners submit proposition E 9-1-1 to the qualified electors of Pacific County authorizing the collection of one-tenth of one percent sales and use tax to be used solely for costs associated with the financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of emergency communication systems and facilities.

PASSED by the following vote this _____ day of _____, 2015 by the Board of Pacific County Commissioners meeting in regular session at South Bend, Washington, then signed by its membership and attested to by its Clerk in authorization of such passage:

_____ YEA; _____ NAY; _____ ABSTAIN; and _____ ABSENT.

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Steve Rogers, Chair

ATTEST:

Frank Wolfe, Commissioner

Marie Guernsey, Clerk of the Board

Lisa Ayers, Commissioner

[Type here]

Proposition E 9-1-1

SALES AND USE TAX FOR EMERGENCY COMMUNICATIONS OPERATIONS

This proposition authorizes a sales and use tax at the rate of one-tenth of one percent consistent with RCW 82.14.420 to be used solely for the purpose of providing ongoing funds for the operation of Enhanced 9-1-1 Emergency Communications Systems and facilities, including constructing, equipping, operating, maintaining, repairing and improving countywide emergency communication systems.

Should this proposition be approved? Yes ____ No ____

DRAFT

| Revenue (without added Sales Tax) | | | Expense | |
|-----------------------------------|-------------|-------------|----------------------|-------------|
| Member Contributions | Original | Modified | Personnel Costs | \$907,730 |
| Pacific County | 450,802 | \$308,884 | | |
| Ilwaco City | 32,611 | \$22,345 | Supplies | \$15,000 |
| Long Beach City | 76,966 | \$52,737 | | |
| Raymond City | 122,652 | \$84,040 | Other Services | \$159,115 |
| South Bend City | 80,527 | \$55,176 | | |
| FD #1 Peninsula Fire | 37,044 | \$25,382 | Intergovernment | \$2,000 |
| FD#2 Chinook | 2,175 | \$1,490 | | |
| FD #3 Valley | 1,404 | \$962 | Fund Balance Enh | \$50,000 |
| FD #4 Naselle | 930 | \$637 | | |
| FD #6 Bay Center | 455 | \$312 | Capital Expenditures | \$110,000 |
| FD #7 Nemah | 73 | \$50 | | |
| FD #8 South Bend | 96 | \$66 | Total Use of Funds | \$1,243,845 |
| NPCEMS | 13,659 | \$9,359 | Total Revenue | \$1,243,845 |
| Subtotal | \$ 819,395 | \$ 561,440 | Out of Balance | \$0 |
| | Original | Modified | | |
| Local Tax Revenue | \$192,500 | \$192,500 | | |
| Projected State Share | \$370,465 | \$370,465 | | |
| Shoalwater Indian Reservation | \$35,000 | \$35,000 | | |
| Dept. of Public Works | \$2,500 | \$2,500 | | |
| 10% County Share | \$81,940 | \$81,940 | | |
| Total Revenue | \$1,501,800 | \$1,243,845 | | |

| Revenue (with added Sales Tax) | | | 1.010072364 | Expense |
|--------------------------------|-------------|-------------|--------------|--------------------------------|
| Member Contributions | Original | Modified | Change | Personnel Costs \$907,730 |
| Pacific County | \$ 216,369 | \$196,749 | (112,135.00) | |
| Ilwaco City | \$ 15,652 | \$14,233 | (8,112.22) | Supplies \$15,000 |
| Long Beach City | \$ 36,941 | \$33,591 | (19,145.23) | |
| Raymond City | \$58,869 | \$53,531 | (30,508.87) | Other Services \$159,115 |
| South Bend City | \$38,650 | \$35,145 | (20,031.06) | |
| FD #1 Peninsula Fire | \$ 17,780 | \$16,168 | (9,214.34) | Intergovernment \$2,000 |
| FD#2 Chinook | \$ 1,044 | \$949 | (540.87) | |
| FD #3 Valley | \$ 674 | \$613 | (349.27) | Fund Balance Enh \$50,000 |
| FD #4 Naselle | \$ 446 | \$406 | (231.64) | |
| FD #6 Bay Center | \$ 218 | \$198 | (113.66) | Capital Expenditures \$110,000 |
| FD #7 Nemah | \$ 35 | \$32 | (18.19) | |
| FD #8 South Bend | \$ 46 | \$42 | (24.06) | Total Use of Funds \$1,243,845 |
| NPCEMS | \$ 6,556 | \$5,962 | (3,397.45) | Total Revenue \$1,243,845 |
| Subtotal | \$ 393,280 | \$ 357,619 | (203,821.85) | Out of Balance \$0 |
| | Original | Modified | Change | |
| Local Tax Revenue | \$192,500 | \$192,500 | | |
| Projected State Share | \$370,465 | \$370,465 | | |
| Shoalwater Indian Reservation | \$35,000 | \$35,000 | | |
| Dept. of Public Works | \$2,500 | \$2,500 | | |
| 10% County Share | \$39,328 | \$35,762 | (46,178.14) | |
| Proposed Sales Tax | \$250,000 | \$250,000 | 250,000.00 | |
| Total Revenue | \$1,283,073 | \$1,243,845 | 0.00 | |

[illegible]

PACCOM
2016 DRAFT Expenditure Breakdown

| EXPENDITURE | 2016 BUDGET | | | 2016 DRAFT COST DISTRIBUTION | | |
|---|----------------|----------------|------------------|---------------------------------|----------------|----------------|
| | DETAIL | | | ST Cont ID # | STATE | LOCAL |
| PERSONNEL COSTS | Salary | Benefits | Total | | | |
| Director | 72,449 | 31,878 | 104,327 | S4 | 63,807 | 40,520 |
| IT/Mapping Coordinator (.6 FTE) | 29,998 | 16,199 | 46,197 | S6 | 38,022 | 8,175 |
| Telecommunicator 1 (Lead) | 51,845 | 27,996 | 79,841 | S7 | - | 79,841 |
| Telecommunicator 2 | 45,519 | 24,580 | 70,099 | S5, CPD4 | 50,000 | 20,099 |
| Telecommunicator 3 | 44,640 | 24,106 | 68,746 | S9 | 7,273 | 61,473 |
| Telecommunicator 4 | 44,640 | 24,106 | 68,746 | S7 | 50,000 | 18,746 |
| Telecommunicator 5 | 44,640 | 24,106 | 68,746 | S7 | 50,000 | 18,746 |
| Telecommunicator 6 | 44,640 | 24,106 | 68,746 | | 50,000 | 18,746 |
| Telecommunicator 7 | 39,938 | 21,567 | 61,505 | | 50,000 | 11,505 |
| Telecommunicator 8 | 39,938 | 21,567 | 61,505 | S7 | 38,750 | 22,755 |
| Telecommunicator 9 | 37,890 | 20,461 | 58,351 | | | 58,351 |
| Telecommunicator 10 (.4 FTE) | 17,856 | 9,642 | 27,498 | S7 | - | 27,498 |
| Telecommunicator 11 | 37,890 | 20,461 | 58,351 | | - | 58,351 |
| Telecommunicator 12 | 36,648 | 19,790 | 56,438 | | | 56,438 |
| Clerk/Secretary | - | - | - | | - | - |
| Trainer/Map/MSAG Differential | 5,200 | 2,808 | 8,008 | | - | 8,008 |
| Tac Differential*** | 2,200 | 1,188 | 3,388 | | - | 3,388 |
| Overtime/Extra Help** | 47,000 | 25,380 | 72,380 | | | 72,380 |
| Differential | - | - | - | | | - |
| | | | | | | - |
| Totals: | 642,931 | 339,938 | 982,869 | | 397,852 | 585,017 |
| | | | | | | 982,869 |
| GENERAL EXPENSES | | | | | | |
| Supplies | | | | | | |
| Office & Operating (70.31) | | | 15,000 | CPD3 (pub e | 2,500 | 12,500 |
| Minor Equipment 70.(35) | | | - | | - | - |
| Equipment Under \$5K (70.36) | | | - | | - | - |
| TOTAL SUPPLIES | | | 15,000 | | 2,500 | 12,500 |
| Other Services & Charges | | | | | | |
| Professional Services (70.41) | | | 7,000 | | 7,000 | - |
| Communications (70.42) | | | 5,000 | | - | 5,000 |
| Travel and Training (70.43) | | | 17,000 | CPD5, B3, B | 17,000 | - |
| Advertising (70.44) | | | 150 | | - | 150 |
| Operating Rental & Leases (70.45) | | | 160,064 | | 98,800 | 61,264 |
| Insurance (70.46) | | | 29,770 | | - | 29,770 |
| Repairs and Maintenance (70.48) | | | 38,000 | S3.1, C2.1, C | 27,000 | 11,000 |
| Miscellaneous (70.49) | | | 7,500 | | 6,500 | 1,000 |
| TOTAL OTHER SERVICES | | | 264,484 | | 156,300 | 108,184 |
| Intergov't Interfund Serv & Taxes | | | | | | |
| Intergov't Prof Services (51) | | | 2,000 | | - | 2,000 |
| TOTAL INTERGOV'T | | | 2,000 | | - | 2,000 |
| SUBTOTAL | | | 281,484 | | 158,800 | 122,684 |
| FUND BALANCE ENHANCEMENT | | | - | | - | - |
| | | | | | | - |
| Console Furniture | | | - | | - | - |
| Acoustical Wall Covering | | | - | | - | - |
| Clock Synchronizer | | | 25,000 | | 25,000 | |
| UPS - 30 minute policy | | | - | | - | |
| Call Detail Recorder, MIS, CAD CPUs | | | 23,500 | | 23,500 | - |
| Dispatch Radios | | | | | - | - |
| Generator | | | - | | - | |
| Spillman Software (Rip and Run, ERS, Hiplink) | | | | | | - |
| | | | | | | - |
| TOTAL CAPITAL EXPENDITURES | | | 48,500 | | 48,500 | - |
| TOTAL EXPENSE | | | 1,312,853 | | 605,152 | 707,701 |
| (double check) | | | | | | 707,701 |
| | | | | | | - |

PACCOM
2016 DRAFT Shared Expense

| | | | | | |
|--|---|----|--------|----|----------------|
| | | | | | |
| | | | | | |
| | Projected E911 Total Operating Expense Budget | | | \$ | 1,312,853 |
| | Less Local Tax Revenue | | | \$ | 204,550 |
| | Less Projected State Share | | | \$ | 400,602 |
| | Projected Total E911 Local Operating Budget | | | \$ | 707,701 |
| | Less Contract Revenue | | | | |
| | | \$ | - | | |
| | Loan | \$ | - | | |
| | Shoalwater Indian Reservation | \$ | 35,000 | | |
| | Dept. of Public Works | \$ | 2,500 | | |
| | Total Loan/Contract Revenue | \$ | - | \$ | 37,500 |
| | Interest Income | | | \$ | 100 |
| | | | | | |
| | | | | \$ | 670,101 |
| | | | | | |
| | Less 10% County Share | | | \$ | 67,010 |
| | | | | | |
| | PROJECTED SHARED EXPENSE BUDGET | | | \$ | 603,091 |
| | | | | | |
| | PRORATION OF SHARED EXPENSE | | | | |
| | | | | | |
| | Law Enforcement | | 90% | \$ | 542,782 |
| | Fire & Ambulance | | 10% | \$ | 60,309 |
| | TOTAL SHARED EXPENSE | | | \$ | 603,091 |
| | | | | | |
| | | | | | |
| | | | | | |

PACCOM

| Entity | 2012 | 2013 | 2014 | 2015 | Average | | | | |
|-------------------|-----------------|-----------------|-----------------|-----------------|-----------------|--|--|--|--|
| Pacific County | \$1,821,163,596 | \$1,767,610,431 | \$1,711,997,111 | \$1,682,475,778 | \$1,745,811,729 | | | | |
| Illwaco | 116,965,925 | 116,876,191 | 111,726,344 | 112,532,791 | \$114,525,313 | | | | |
| Long Beach | 272,528,174 | 267,997,390 | 257,770,749 | 255,699,142 | \$263,498,864 | | | | |
| Raymond | 140,564,419 | 139,944,702 | 140,005,224 | 133,427,512 | \$138,485,464 | | | | |
| South Bend | 80,436,773 | 80,449,857 | 76,320,129 | 76,782,366 | \$78,497,281 | | | | |
| | | | | | \$2,340,818,651 | | | | |
| FD 1 (Peninsula) | 1,195,602,448 | 1,162,588,108 | 1,118,060,421 | 1,080,446,228 | \$1,139,174,301 | | | | |
| FD 2 (Chinook) | 74,569,149 | 76,501,498 | 74,461,245 | 79,147,237 | \$76,169,782 | | | | |
| FD 3 (Valley) | 187,716,400 | 182,739,097 | 182,195,183 | 182,242,319 | \$183,723,250 | | | | |
| FD 4 (Naselle) | 77,531,181 | 76,451,443 | 77,394,671 | 78,512,092 | \$77,472,347 | | | | |
| FD 5 (North Cove) | 104,836,923 | 96,768,775 | 90,124,501 | 0 | \$0 | | | | |
| FD 6 (Bay Center) | 45,806,198 | 46,446,104 | 46,552,768 | 46,747,509 | \$46,388,145 | | | | |
| FD 7 (Nemah) | 10,463,935 | 10,881,608 | 11,009,482 | 10,967,245 | \$10,830,568 | | | | |
| FD 8 (South Bend) | 17,764,731 | 17,946,898 | 17,006,030 | 16,847,701 | \$17,391,340 | | | | |
| NCPEMS | 624,588,703 | 612,030,806 | 605,236,256 | 896,642,655 | \$684,624,605 | | | | |
| Ilwaco FD | 116,965,925 | 116,876,191 | 111,726,344 | 112,532,791 | \$116,921,058 | | | | |
| Long Beach FD | 272,528,174 | 267,997,390 | 257,770,749 | 255,699,142 | \$270,262,782 | | | | |
| Raymond FD | 140,564,419 | 139,944,702 | 140,005,224 | 133,427,512 | \$140,254,561 | | | | |
| South Bend FD | 80,436,773 | 80,449,857 | 76,320,129 | 76,782,366 | \$80,443,315 | | | | |
| | | | | | \$2,843,656,053 | | | | |
| | \$5,381,033,846 | \$5,260,501,048 | \$5,105,682,560 | | \$2,843,656,053 | | | | |

PACCOM
2016 DRAFT CAD Calls

| | 2014 | 2013 | 2012 | 2011 | TOTAL | AVE |
|-------------------------|------|-------|-------|-------|-------|--------|
| LAW ENFORCEMENT | | | | | | |
| PCSO | 7647 | 7264 | 7986 | 7031 | 22281 | 7427 |
| LBPB | 3599 | 2987 | 2496 | 2627 | 8110 | 2703 |
| LBPB minus ILW | 1526 | 2177 | 1842 | 1965 | 5984 | 1995 |
| LBPB LOB | 2471 | 2054 | 1733 | 1850 | 5637 | 1879 |
| LBPB ILW | 945 | 810 | 654 | 662 | 2126 | 709 |
| RPD | 4925 | 5167 | 5415 | 4473 | 15055 | 5018 |
| SBPD | 4023 | 3937 | 3368 | 2874 | 10179 | 3393 |
| STP | 1331 | 1171 | 1568 | 1918 | 4657 | 1552 |
| TOTAL LE | | 25567 | 25062 | 23400 | 74029 | 24676 |
| FIRE/EMS SERVICE | | | | | | |
| FD1 TYPE F | 152 | 121 | 130 | 128 | 379 | 126 |
| FD1 TYPE E | 1281 | 1172 | 1031 | 1245 | 3448 | 1149 |
| FD2 | 6 | 7 | 6 | 16 | 29 | 10 |
| FD2 TYPE E | 53 | 74 | 62 | 56 | 192 | 64 |
| FD3 | 14 | 14 | 11 | 9 | 34 | 11 |
| FD4 | 28 | 11 | 18 | 9 | 38 | 13 |
| FD6 | 9 | 12 | 4 | 6 | 22 | 7 |
| FD7 | 1 | 0 | 1 | 0 | 1 | 0 |
| FD8 | 0 | 0 | 0 | 0 | 0 | 0 |
| LBFD | 71 | 70 | 95 | 29 | 194 | 65 |
| LBFD TYPE E | 385 | 368 | 372 | 339 | 1079 | 360 |
| IFD | 25 | 32 | 16 | 21 | 69 | 23 |
| IFD TYPE E | 93 | 128 | 110 | 130 | 368 | 123 |
| RFD | 23 | 26 | 25 | 32 | 83 | 28 |
| NPCEMS | 792 | 764 | 923 | 709 | 2396 | 799 |
| SBFD | 11 | 12 | 9 | 9 | 30 | 10 |
| TOTAL FIRE/EMS | | 2811 | 2813 | 2738 | 8362 | 2787 |
| TOTAL ALL CALLS | | 28378 | 27875 | 26138 | 82391 | 27464 |
| % LAW | | 90% | 90% | 90% | 90% | 89.85% |
| % FIRE/EMS | | 10% | 10% | 10% | 10% | 10.15% |

| DESCRIPTION | | RATE/MONTH | EST ANN MILES | | ANNUAL AMOUNT | | MONTHLY | ANNUAL TOTAL | | | |
|------------------------------|-------------------|-------------------------------|--------------------------|----------|---------------|--------|----------|--------------|--|--|--|
| EQUIPMENT RENTAL | #931 | \$700.00 | | | \$8,400.00 | | | | | | |
| | #932 | | | | | | | \$8,400.00 | | | |
| TELECOMMUNICATIONS | 2900 | PACCOM FUND | 875 PREFIX PBX EXT | | | 40.00 | | | | | |
| | 2901 | PACCOM FUND | 875 PREFIX PBX EXT | | | 40.00 | | | | | |
| | 2902 | PACCOM FUND | 875 PREFIX PBX EXT | | | 40.00 | | | | | |
| | 2910 | PACCOM (SCF) | 642 PREFIX PBX EXT | | | 40.00 | | | | | |
| | 2911 | PACCOM (SCF) | 642 PREFIX PBX EXT | | | 40.00 | | | | | |
| | 2912 | PACCOM (SCF) | 642 PREFIX PBX EXT | | | 40.00 | | | | | |
| | 3391 | PACCOM | Westport/North Cove | | | 40.00 | | | | | |
| | 3397 | E911/PACCOM | (HUNT GROUP NUMBER ONLY) | | | 0.00 | | | | | |
| | 3401 | PACCOM FUND | E911 DISPATCH FAX | | | 40.00 | | | | | |
| | MWC | PACCOM FUND | RADIO RFD | | | 100.00 | | | | | |
| | MWC | PACCOM FUND | RINGDOWN RFD | | | 100.00 | | | | | |
| | MWC | PACCOM FUND | PSB TO L.B. FIRE | | | 100.00 | | | | | |
| | MWC | PACCOM FUND | PSB TO ILWACO FIRE | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | PSB TO HOLY CROSS | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | HOLY CROSS TO K.O. | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | K.O. TO MEGLER | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | MEGLER TO LONG BEACH | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | MEGLER TO ILWACO | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | K.O. TO NASELLE | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | NASELLE TO NORTH COVE | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | NASELLE TO OYSTERVILLE | | | 100.00 | | | | | |
| | TI-TR | PACCOM FUND | K.O. TO RAYMOND | | | 100.00 | | | | | |
| | RADIO PACCOM FUND | | PSB TO NORTH COVE FIRE | | | 0.00 | | | | | |
| | RADIO PACCOM FUND | | PSB TO NORTH COVE LAW | | | 0.00 | 1,620.00 | \$19,440.00 | | | |
| COMMUNICATIONS EQUIPMENT | 75/76 | COMMUN BASE STATION/REPEATERS | | | | | | | | | |
| | BSREP | HOLY CROSS | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | HOLY CROSS | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | KO MOUNTAIN | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | KO MOUNTAIN | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | NASELLE (RADAR RIDGE) | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | NASELLE (RADAR RIDGE) | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | NORTH COVE | 48681 | 99PACCOM | | 85.00 | | | | | |
| | BSREP | NORTH COVE | 48681 | 99PACCOM | | 85.00 | | | | | |
| | 77/78 | COMMOUN VOTING RECEIVERS | | | | | | | | | |
| | VTREC | ILWACO | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTREC | ILWACO | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTREC | LONG BEACH | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTREC | LONG BEACH | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTREC | LONG BEACH | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTREC | OYSTERVILLE | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTREC | OYSTERVILLE | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTREC | OYSTERVILLE | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTREC | RAYMOND | 48681 | 99PACCOM | | 40.00 | | | | | |
| | VTAC | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 134.00 | | | | | |
| | VTAC | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 134.00 | | | | | |
| | REDNET | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 62.00 | | | | | |
| | VTAC | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 62.00 | | | | | |
| COMMUNICATIONS FACILITY RENT | 491 | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 75.00 | | | | | |
| | 492 | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 75.00 | | | | | |
| | 493 | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 75.00 | | | | | |
| | 495 | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 75.00 | 2,157.00 | \$25,884.00 | | | |
| COMPUTER SERVICES | 1 | E911 | emiStephF2 | 8YPL6R1 | 1,500.00 | | | | | | |

| LAW ENFORCEMENT | | Annual | Quarterly | Q1 Recd | Q2 Recd | Q3 Recd | Q4 Recd | Balance |
|--|----------------------|---------------|--------------|----------------|--------------|---------|---------|--------------|
| | | | | | | | | |
| | Illwaco | \$ 23,088.92 | \$ 5,772.23 | \$ 7,135.34 | \$ 7,135.25 | | | \$ 8,818.33 |
| | Long Beach | \$ 53,538.18 | \$ 13,384.54 | \$ 16,681.30 | \$ 16,681.30 | | | \$ 20,175.58 |
| | Raymond | \$ 100,066.05 | \$ 25,016.51 | \$ 30,190.75 | \$ 30,195.75 | | | \$ 39,679.55 |
| | South Bend | \$ 64,695.75 | \$ 16,173.94 | \$ 19,704.50 | \$ 19,704.50 | | | \$ 25,286.75 |
| | | \$ 241,388.90 | \$ 60,347.22 | \$ 73,711.89 | \$ 73,716.80 | \$ - | \$ - | \$ 93,960.21 |
| | | | | | | | | |
| FIRE/EMS | | Annual | Quarterly | Q1 Recd | Q2 Recd | Q3 Recd | Q4 Recd | Balance |
| | | | | | | | | |
| | Ilwaco City | \$ 3,260.04 | \$ 815.01 | \$ 1,017.50 | \$ 1,017.50 | | | \$ 1,225.04 |
| | Long Beach City | \$ 8,495.53 | \$ 2,123.88 | \$ 2,560.31 | \$ 2,560.20 | | | \$ 3,375.02 |
| | Raymond City | \$ 1,507.87 | \$ 376.97 | \$ 472.23 | \$ 472.23 | | | \$ 563.41 |
| | South Bend City | \$ 1,459.20 | \$ 364.80 | \$ 427.27 | \$ 427.25 | | | \$ 604.68 |
| | FD #1 Peninsula EMS | \$ 28,647.93 | \$ 7,161.98 | \$ 9,261.00 | \$ 9,447.00 | | | \$ 9,939.93 |
| | FD #2 Chinook | \$ 1,849.60 | \$ 462.40 | \$ 543.75 | \$ 543.75 | | | \$ 762.10 |
| | FD #3 Valley | \$ 1,206.51 | \$ 301.63 | \$ 351.00 | \$ 351.00 | | | \$ 504.51 |
| | FD #4 Naselle | \$ 755.58 | \$ 188.90 | \$ 232.50 | \$ 232.50 | | | \$ 290.58 |
| | FD #6 Bay Center | \$ 444.56 | \$ 111.14 | \$ 113.75 | \$ 113.75 | | | \$ 217.06 |
| | FD #7 Nemah | \$ 60.65 | \$ 15.16 | \$ 18.25 | | | | \$ 42.40 |
| | FD #8 South Bend | \$ 80.64 | \$ 20.16 | | | | | \$ 80.64 |
| | NPCEMS | \$ 12,540.96 | \$ 3,135.24 | \$ 3,414.75 | \$ 3,414.75 | | | \$ 5,711.46 |
| | | \$ 60,309.08 | \$ 15,077.27 | \$ 18,412.31 | \$ 18,579.93 | \$ - | \$ - | \$ 23,316.84 |
| | | | | | | | | |
| Shoalwater Bay Tribe PACCOM payments as of Jan 2013: | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Date | Description | Amount Due | Paid | Balance | | | | |
| Dec-12 | 2102 PACCOM | \$ 30,000.00 | \$ 15,000.00 | \$ 15,000.00 | | | | |
| Jan-13 | 1st Qtr 2013 | \$ 8,750.00 | \$ - | \$ 23,750.00 | | | | |
| Jan-13 | Expected payment | | \$ 34,000.00 | \$ (10,250.00) | | | | |
| Apr-13 | 2nd Qtr 2013 | \$ 8,750.00 | \$ - | \$ (1,500.00) | | | | |
| Jul-13 | 3rd Qtr 2013 | \$ 8,750.00 | \$ - | \$ 7,250.00 | | | | |
| Oct-13 | Oct 2013 - Sept 2014 | \$ 35,000.00 | \$ - | \$ 42,250.00 | | | | |
| Oct-13 | Payment | | \$ 42,250.00 | \$ - | | | | |
| | | | | | | | | |
| | | | | | | | | |

| 2015 LAW ENFORCEMENT CONTRIBUTION | | | | | | | | | | | | | |
|---|------------------|-----------------------|------------------|----------------------------|--------|---------------|-------------------|---|------------|------------|-------------------|-------------|------------|
| | | | | \$ 663,710 | | | | | | | | | |
| ENTITY | Population* | Population Percentage | Population Share | Last 4yr AV | AV | AV Percentage | AV Share | CAD Incidents | CAD % | CAD Share | 2015 Contribution | 2014 Actual | Difference |
| Pacific County* | 14,225 | 67% | \$ 111,863 | \$ 1,825,104,410 | \$ 75% | \$ 124,264 | 7513.2 | 40% | \$ 132,735 | \$ 450,802 | \$ 308,652 | \$ 142,150 | |
| Iliwaco | 945 | 4% | \$ 7,431 | \$ 116,218,108 | 5% | \$ 7,913 | 747 | 4% | \$ 13,197 | \$ 28,541 | \$ 19,592 | \$ 8,949 | |
| Long Beach | 1,410 | 7% | \$ 11,088 | \$ 273,499,475 | 11% | \$ 18,621 | 2095.2 | 11% | \$ 37,016 | \$ 66,725 | \$ 46,961 | \$ 19,764 | |
| Raymond | 2,890 | 14% | \$ 22,727 | \$ 142,341,926 | 6% | \$ 9,691 | 5001 | 27% | \$ 88,345 | \$ 120,763 | \$ 81,833 | \$ 38,930 | |
| South Bend | 1,630 | 8% | \$ 12,818 | \$ 79,869,525 | 3% | \$ 5,438 | 3428 | 18% | \$ 60,562 | \$ 78,818 | \$ 54,618 | \$ 24,200 | |
| TOTALS: | 21100 | 100% | \$ 165,928 | \$ 2,437,033,443 | 100% | \$ 165,928 | 18784 | 100% | \$ 331,855 | \$ 745,650 | \$ 511,656 | \$ 233,994 | |
| * The totals include the County's 10% "off the top" share | | | | | | | | | | | | | |
| Pop Share = \$ 165,928 | | | | AV Share = \$ 165,928 | | | | * Population from 2014 OFM Estimates (updated April of each year) | | | | | |
| | | | | | | | | CAD Share (50%) = \$ 331,855 | | | | | |
| 2015 FIRE AND EMS CONTRIBUTION | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | (CAD at 17% for 2012, 34% for 2013, 50% for 2014) | | | | | |
| | | | | CAD = \$ 73,746 | | | | | | | | | |
| | | | | 67% EMS Share = \$ 49,410 | | | | | | | | | |
| ENTITY | AV | AV % | AV Share | CAD Calls | CAD % | CAD Share | 2015 Contribution | 2014 Actual | Difference | | | | |
| Iliwaco City | \$ 116,218,108 | 5% | \$ 1,250 | 154 | 6% | \$ 1,488 | \$ 2,738 | \$ 1,993 | \$ 745 | | | | |
| Long Beach City | \$ 273,499,475 | 12% | \$ 2,943 | 367 | 14% | \$ 3,545 | \$ 6,488 | \$ 4,538 | \$ 1,950 | | | | |
| FD #2 Chinook | \$ 75,047,337 | 3% | \$ 807 | 62 | 2% | \$ 602 | \$ 1,410 | \$ 952 | \$ 458 | | | | |
| FD #1 Peninsula EMS | \$ 1,211,012,876 | 53% | \$ 13,030 | 1252 | 49% | \$ 12,085 | \$ 25,115 | \$ 19,254 | \$ 5,861 | | | | |
| NPCEMS | \$ 620,361,173 | 27% | \$ 6,675 | 724 | 28% | \$ 6,984 | \$ 13,659 | \$ 9,241 | \$ 4,418 | | | | |
| TOTALS | \$ 2,296,138,969 | 100% | \$ 24,705 | 2560 | 100% | \$ 24,705 | \$ 49,410 | \$ 35,978 | \$ 13,432 | | | | |
| Notes: | | | | | | | | | | | | | |
| NPCEMS CAD numbers are combined total for Raymond and Naselle | | | | | | | | | | | | | |
| | | | | AV Share= \$ 24,705 | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | CAD = 50% | | | | | | | | | |
| | | | | 33% Fire Share = \$ 24,336 | | | | | | | | | |
| CAD at 17% for 2012, 34% for 2013, 50% for 2014 | | | | | | | | | | | | | |
| ENTITY | AV | AV % | AV Share | CAD Calls | CAD % | CAD Share | 2015 Contribution | 2014 Actual | Difference | | | | |
| Iliwaco City | \$ 116,218,108 | 5% | \$ 633 | 19 | 6% | \$ 699 | \$ 1,332 | \$ 862 | \$ 470 | | | | |
| Long Beach City | \$ 273,499,475 | 12% | \$ 1,489 | 62 | 19% | \$ 2,265 | \$ 3,753 | \$ 2,049 | \$ 1,704 | | | | |
| Raymond City | \$ 142,341,926 | 6% | \$ 775 | 31 | 9% | \$ 1,114 | \$ 1,889 | \$ 1,363 | \$ 526 | | | | |
| South Bend City | \$ 79,869,525 | 4% | \$ 435 | 35 | 10% | \$ 1,274 | \$ 1,709 | \$ 1,165 | \$ 544 | | | | |
| FD #1 Peninsula Fire | \$ 1,211,012,876 | 54% | \$ 6,592 | 147 | 44% | \$ 5,338 | \$ 11,929 | \$ 8,809 | \$ 3,120 | | | | |
| FD#2 Chinook | \$ 75,047,337 | 3% | \$ 408 | 10 | 3% | \$ 357 | \$ 765 | \$ 553 | \$ 212 | | | | |
| FD #3 Valley | \$ 185,738,384 | 8% | \$ 1,011 | 11 | 3% | \$ 393 | \$ 1,404 | \$ 858 | \$ 546 | | | | |
| FD #4 Naselle | \$ 77,203,384 | 3% | \$ 420 | 14 | 4% | \$ 510 | \$ 930 | \$ 696 | \$ 234 | | | | |
| FD #6 Bay Center | \$ 46,169,400 | 2% | \$ 251 | 6 | 2% | \$ 204 | \$ 455 | \$ 236 | \$ 219 | | | | |
| FD #7 Neman | \$ 10,734,250 | 0% | \$ 58 | 0 | 0% | \$ 15 | \$ 73 | \$ 44 | \$ 29 | | | | |
| FD #8 South Bend | \$ 17,666,248 | 1% | \$ 96 | 0 | 0% | \$ - | \$ 96 | \$ 65 | \$ 31 | | | | |
| TOTALS | \$ 2,235,500,911 | 100% | \$ 12,168 | 334 | 100% | \$ 12,168 | \$ 24,336 | \$ 16,700 | \$ 7,636 | | | | |
| Fire AV Share= \$ 12,168 | | | | | | | | | | | | | |
| CAD Share= \$ 12,168 | | | | | | | | | | | | | |

PACCOM DRAFT
2015 Expenditure Breakdown

| EXPENDITURE | 2015 FINAL BUDGET | | | 2015 DRAFT COST DISTRIBUTION | | |
|---|----------------------|----------|-----------|---------------------------------|---------|----------|
| | DETAIL | | | ST Cont ID # | STATE | LOCAL |
| PERSONNEL COSTS | Salary | Benefits | Total | | | |
| Director | 71,378 | 29,979 | 101,357 | S4 | 63,807 | 37,550 |
| IT/Mapping Coordinator (.5 FTE) | 24,180 | 12,574 | 18,377 | S6 | 37,218 | (18,841) |
| Telecommunicator 1 (Lead) | 50,625 | 26,325 | 76,950 | S7 | 50,000 | 26,950 |
| Telecommunicator 2 | 44,849 | 23,321 | 68,170 | S7 | 50,000 | 18,170 |
| Telecommunicator 3 | 44,849 | 23,321 | 68,170 | S5, CPD4 | 6,817 | 61,353 |
| Telecommunicator 4 | 43,982 | 22,871 | 66,853 | S9 | 7,273 | 59,580 |
| Telecommunicator 5 | 43,982 | 22,871 | 66,853 | S7 | 50,000 | 16,853 |
| Telecommunicator 6 | 43,982 | 22,871 | 66,853 | S7 | 38,750 | 28,103 |
| Telecommunicator 7 | 43,982 | 22,871 | 66,853 | | 50,000 | 16,853 |
| Telecommunicator 8 | 38,041 | 19,781 | 57,822 | | - | 57,822 |
| Telecommunicator 9 | 38,041 | 19,781 | 57,822 | S7 | 50,000 | 7,822 |
| Telecommunicator 10 | 36,108 | 18,776 | 54,884 | | | 54,884 |
| Telecommunicator 11 (.5 FTE) | 21,991 | 11,435 | 33,426 | S7 | - | 33,426 |
| Telecommunicator 12 | - | - | - | | - | - |
| Clerk/Secretary | 13,587 | 7,065 | 20,652 | | - | 20,652 |
| Trainer/Map/MSAG Differential | 5,200 | 2,704 | 7,904 | | - | 7,904 |
| Tac Differential*** | 2,200 | 1,144 | 3,344 | | - | 3,344 |
| Overtime/Extra Help** | 47,000 | 24,440 | 71,440 | | 12,000 | 59,440 |
| Differential | - | - | - | | - | - |
| | | | | | | - |
| Totals: | 613,977 | 312,130 | 907,730 | | 415,865 | 491,865 |
| | | | | | | 907,730 |
| GENERAL EXPENSES | | | | | | |
| Supplies | | | | | | |
| Office & Operating (70.31) | | | 15,000 | CPD3 (pub ed) | 2,500 | 15,000 |
| Minor Equipment 70.35) | | | - | B9 | - | - |
| Equipment Under \$5K (70.36) | | | - | | - | - |
| TOTAL SUPPLIES | | | 15,000 | | 2,500 | 15,000 |
| Other Services & Charges | | | | | | |
| Professional Services (70.41) | | | 23,990 | | - | 23,990 |
| Communications (70.42) | | | 20,000 | | - | 20,000 |
| Travel and Training (70.43) | | | 17,000 | CPD5, B3, B6 | 17,000 | - |
| Advertising (70.44) | | | 150 | | - | 150 |
| Operating Rental & Leases (70.45) | | | 28,000 | | - | 28,000 |
| Insurance (70.46) | | | 24,475 | | - | 24,475 |
| Repairs and Maintenance (70.48) | | | 38,000 | S3.1, C2.1, C5. | 27,000 | 11,000 |
| Miscellaneous (70.49) | | | 7,500 | | 6,500 | 1,000 |
| TOTAL OTHER SERVICES | | | 159,115 | | 50,500 | 108,615 |
| Intergovt'l Interfund Serv & Taxes | | | | | | |
| Intergovt'l Prof Services (51) | | | 2,000 | | - | 2,000 |
| TOTAL INTERGOV'T | | | 2,000 | | - | 2,000 |
| SUBTOTAL | | | 176,115 | | 53,000 | 125,615 |
| FUND BALANCE ENHANCEMENT | | | 50,000 | | - | 50,000 |
| CAPITAL EXPENDITURES | | | | | | - |
| Console Furniture | | | 40,000 | | 40,000 | - |
| Acoustical Wall Covering | | | - | | - | - |
| Clock Synchronizer | | | 20,000 | | 20,000 | |
| UPS - 30 minute policy | | | 10,000 | | 10,000 | |
| Flooring | | | - | | - | - |
| Dispatch Radios | | | - | | - | - |
| Generator | | | 40,000 | | 40,000 | |
| Spillman Software (Rip and Run, ERS, Hiplink) | | | | | | - |
| | | | | | | - |
| TOTAL CAPITAL EXPENDITURES | | | 110,000 | | 110,000 | - |
| TOTAL EXPENSE | | | 1,419,960 | | 631,865 | 793,095 |
| (double check) | | | | | | 788,095 |
| | | | | | | (5,000) |

PACCOM

2015 Shared Expense

| | | | | | |
|--|---|----|--------|----|----------------|
| | | | | | |
| | | | | | |
| | Projected E911 Total Operating Expense Budget | | | \$ | 1,419,960 |
| | Less Local Tax Revenue | | | \$ | 192,500 |
| | Less Projected State Share | | | \$ | 370,465 |
| | Projected Total E911 Local Operating Budget | | | \$ | 856,995 |
| | Less Contract Revenue | | | | |
| | | \$ | - | | |
| | Loan | \$ | - | | |
| | Shoalwater Indian Reservation | \$ | 35,000 | | |
| | Dept. of Public Works | \$ | 2,500 | | |
| | Total Loan/Contract Revenue | \$ | - | \$ | 37,500 |
| | Interest Income | | | \$ | 100 |
| | | | | | |
| | | | | \$ | 819,395 |
| | | | | | |
| | Less 10% County Share | | | \$ | 81,940 |
| | | | | | |
| | PROJECTED SHARED EXPENSE BUDGET | | | \$ | 737,456 |
| | | | | | |
| | PRORATION OF SHARED EXPENSE | | | | |
| | | | | | |
| | Law Enforcement | | 90% | \$ | 663,710 |
| | Fire & Ambulance | | 10% | \$ | 73,746 |
| | TOTAL SHARED EXPENSE | | | \$ | 737,456 |
| | | | | | |
| | | | | | |
| | | | | | |

PACCOM
2013 Assessed Value

| Entity | 2011 | 2012 | 2013 | 2014 | Average |
|-----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| AV Averages 2011-2014 | | | | | |
| Pacific County | \$1,999,646,501 | \$1,821,163,596 | \$1,767,610,431 | \$1,711,997,111 | \$1,825,104,410 |
| Ilwaco | 119,303,970 | 116,965,925 | 116,876,191 | 111,726,344 | \$116,218,108 |
| Long Beach | 295,701,586 | 272,528,174 | 267,997,390 | 257,770,749 | \$273,499,475 |
| Raymond | 148,853,360 | 140,564,419 | 139,944,702 | 140,005,224 | \$142,341,926 |
| South Bend | 82,271,339 | 80,436,773 | 80,449,857 | 76,320,129 | \$79,869,525 |
| | | | | | \$2,437,033,443 |
| FD 1 (Peninsula) | 1,367,800,528 | 1,195,602,448 | 1,162,588,108 | 1,118,060,421 | \$1,211,012,876 |
| FD 2 (Chinook) | 74,657,456 | 74,569,149 | 76,501,498 | 74,461,245 | \$75,047,337 |
| FD 3 (Valley) | 190,302,856 | 187,716,400 | 182,739,097 | 182,195,183 | \$185,738,384 |
| FD 4 (Naselle) | 77,436,239 | 77,531,181 | 76,451,443 | 77,394,671 | \$77,203,384 |
| FD 5 (North Cove) | 105,178,822 | 104,836,923 | 96,768,775 | 90,124,501 | \$0 |
| FD 6 (Bay Center) | 45,872,529 | 45,806,198 | 46,446,104 | 46,552,768 | \$46,169,400 |
| FD 7 (Nemah) | 10,581,973 | 10,463,935 | 10,881,608 | 11,009,482 | \$10,734,250 |
| FD 8 (South Bend) | 17,947,334 | 17,764,731 | 17,946,898 | 17,006,030 | \$17,666,248 |
| NCPEMS | 639,588,927 | 624,588,703 | 612,030,806 | 605,236,256 | \$620,361,173 |
| Ilwaco FD | 119,303,970 | 116,965,925 | 116,876,191 | 111,726,344 | \$117,715,362 |
| Long Beach FD | 295,701,586 | 272,528,174 | 267,997,390 | 257,770,749 | \$278,742,383 |
| Raymond FD | 148,853,360 | 140,564,419 | 139,944,702 | 140,005,224 | \$143,120,827 |
| South Bend FD | 82,271,339 | 80,436,773 | 80,449,857 | 76,320,129 | \$81,052,656 |
| | | | | | \$2,864,564,280 |
| | \$5,821,273,675 | \$5,381,033,846 | \$5,260,501,048 | \$5,105,682,560 | \$2,864,564,280 |

Assessed Value

CAD
2015 DRAFT Budget

| | 2013 | 2012 | 2011 | 2010 | 2009 | TOTAL | AVE |
|-------------------------|--------------|--------------|--------------|--------------|--------------|---------------|--------------|
| LAW ENFORCEMENT | | | | | | | |
| PCSO | 7264 | 7986 | 7031 | 7375 | 7910 | 37566 | 7513 |
| LBPB | 2987 | 2496 | 2627 | 3144 | 2957 | 14211 | 2842 |
| LBPB minus ILW | 2177 | 1842 | 1965 | 2316 | 2176 | 10476 | 2095 |
| LBPB LOB | 2054 | 1733 | 1850 | 2194 | 2084 | 9915 | 1983 |
| LBPB ILW | 810 | 654 | 662 | 828 | 781 | 3735 | 747 |
| RPD | 5167 | 5415 | 4473 | 4823 | 5125 | 25003 | 5001 |
| SBPD | 3937 | 3368 | 2874 | 3201 | 3760 | 17140 | 3428 |
| STP | 1171 | 1568 | 1918 | 143 | 2 | 4802 | 960 |
| TOTAL LE | 25567 | 25062 | 23400 | 24024 | 24795 | 122848 | 24570 |
| FIRE/EMS SERVICE | | | | | | | |
| FD1 TYPE F | 121 | 130 | 128 | 155 | 199 | 733 | 147 |
| FD1 TYPE E | 1172 | 1031 | 1245 | 1387 | 1427 | 6262 | 1252 |
| FD2 | 7 | 6 | 16 | 8 | 12 | 49 | 10 |
| FD2 TYPE E | 74 | 62 | 56 | 68 | 52 | 312 | 62 |
| FD3 | 14 | 11 | 9 | 9 | 11 | 54 | 11 |
| FD4 | 11 | 18 | 9 | 24 | 8 | 70 | 14 |
| FD6 | 12 | 4 | 6 | 2 | 4 | 28 | 6 |
| FD7 | 0 | 1 | 0 | 0 | 1 | 2 | 0 |
| FD8 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| LBFD | 70 | 95 | 29 | 71 | 46 | 311 | 62 |
| LBFD TYPE E | 368 | 372 | 339 | 326 | 432 | 1837 | 367 |
| IFD | 32 | 16 | 21 | 13 | 14 | 96 | 19 |
| IFD TYPE E | 128 | 110 | 130 | 208 | 195 | 771 | 154 |
| RFD | 26 | 25 | 32 | 25 | 45 | 153 | 31 |
| NPCEMS | 764 | 923 | 709 | 633 | 590 | 3619 | 724 |
| SBFD | 12 | 9 | 9 | 11 | 7 | 48 | 10 |
| TOTAL FIRE/EMS | 2811 | 2813 | 2738 | 2940 | 3043 | 14345 | 2869 |
| TOTAL ALL CALLS | 28378 | 27875 | 26138 | 26964 | 27838 | 137193 | 27439 |
| % LAW | 90% | 90% | 90% | 89% | 89% | 90% | 89.54% |
| % FIRE/EMS | 10% | 10% | 10% | 11% | 11% | 10% | 10.46% |

DPW
Costs Estimated for 2015 Budget

| | RATE/MONTH | EST ANN MILES | | ANNUAL AMOUNT | | MONTHLY | ANNUAL TOTAL |
|-------------------|--|--------------------------|----------|------------------|--------|----------|-----------------|
| #931 | \$700.00 | | | \$8,400.00 | | | |
| #932 | \$600.00 | | | \$7,200.00 | | | \$15,600.00 |
| 2900 | PACCOM FUND | 875 PREFIX PBX EXT | | | 40.00 | | |
| 2901 | PACCOM FUND | 875 PREFIX PBX EXT | | | 40.00 | | |
| 2902 | PACCOM FUND | 875 PREFIX PBX EXT | | | 40.00 | | |
| 2910 | PACCOM (SCF) | 642 PREFIX PBX EXT | | | 40.00 | | |
| 2911 | PACCOM (SCF) | 642 PREFIX PBX EXT | | | 40.00 | | |
| 2912 | PACCOM (SCF) | 642 PREFIX PBX EXT | | | 40.00 | | |
| 3391 | PACCOM | Westport/North Cove | | | 40.00 | | |
| 3397 | E911/PACCOM | (HUNT GROUP NUMBER ONLY) | | | 0.00 | | |
| 3401 | PACCOM FUND | E911 DISPATCH FAX | | | 40.00 | | |
| MWC | PACCOM FUND | RADIO RFD | | | 100.00 | | |
| MWC | PACCOM FUND | RINGDOWN RFD | | | 100.00 | | |
| MWC | PACCOM FUND | PSB TO L.B. FIRE | | | 100.00 | | |
| MWC | PACCOM FUND | PSB TO ILWACO FIRE | | | 100.00 | | |
| TI-TR | PACCOM FUND | PSB TO HOLY CROSS | | | 100.00 | | |
| TI-TR | PACCOM FUND | HOLY CROSS TO K.O. | | | 100.00 | | |
| TI-TR | PACCOM FUND | K.O. TO MEGLER | | | 100.00 | | |
| TI-TR | PACCOM FUND | MEGLER TO LONG BEACH | | | 100.00 | | |
| TI-TR | PACCOM FUND | MEGLER TO ILWACO | | | 100.00 | | |
| TI-TR | PACCOM FUND | K.O. TO NASELLE | | | 100.00 | | |
| TI-TR | PACCOM FUND | NASELLE TO NORTH COVE | | | 100.00 | | |
| TI-TR | PACCOM FUND | NASELLE TO OYSTERVILLE | | | 100.00 | | |
| TI-TR | PACCOM FUND | K.O. TO RAYMOND | | | 100.00 | | |
| RADIO PACCOM FUND | | PSB TO NORTH COVE FIRE | | | 0.00 | | |
| RADIO PACCOM FUND | | PSB TO NORTH COVE LAW | | | 0.00 | 1,620.00 | \$19,440.00 |
| 75/76 | COMMUN BASE STATION/REPEATERS | | | | | | |
| BSREP | HOLY CROSS | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | HOLY CROSS | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | KO MOUNTAIN | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | KO MOUNTAIN | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | MEGLER | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | NASELLE (RADAR RIDGE) | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | NASELLE (RADAR RIDGE) | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | NORTH COVE | 48681 | 99PACCOM | | 85.00 | | |
| BSREP | NORTH COVE | 48681 | 99PACCOM | | 85.00 | | |
| 77/78 | COMMOUN VOTING RECEIVERS | | | | | | |
| VTREC | ILWACO | 48681 | 99PACCOM | | 40.00 | | |
| VTREC | ILWACO | 48681 | 99PACCOM | | 40.00 | | |
| VTREC | LONG BEACH | 48681 | 99PACCOM | | 40.00 | | |
| VTREC | LONG BEACH | 48681 | 99PACCOM | | 40.00 | | |
| VTREC | LONG BEACH | 48681 | 99PACCOM | | 40.00 | | |
| VTREC | OYSTERVILLE | 48681 | 99PACCOM | | 40.00 | | |
| VTREC | OYSTERVILLE | 48681 | 99PACCOM | | 40.00 | | |
| VTREC | OYSTERVILLE | 48681 | 99PACCOM | | 40.00 | | |
| VTREC | RAYMOND | 48681 | 99PACCOM | | 40.00 | | |
| VTAC | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 134.00 | | |
| VTAC | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 134.00 | | |
| REDNET | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 62.00 | | |
| VTAC | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 62.00 | | |
| 491 | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 75.00 | | |
| 492 | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 75.00 | | |
| 493 | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 75.00 | | |
| 495 | COMMUNICATION FACILITIES | 48681 | 99PACCOM | | 75.00 | 2,157.00 | \$25,884.00 |
| 1 | E911 | emlStephF2 | 8YPL6R1 | 1,500.00 | | | |
| 4 | Dispatch stations (includes 1 backup) @ 1500 | | | 6,000.00 | | | \$7,500.00 |
| | | | | | | | |
| | | | | | | | \$68,464.00 |

[illegible]

RCW 82.14B.010

Findings.

The legislature finds that the state and counties should be provided with an additional revenue source to fund enhanced 911 emergency communications systems throughout the state on a multicounty or countywide basis. The legislature further finds that the most efficient and appropriate method of deriving additional revenue for this purpose is to impose an excise tax on the use of switched access lines, radio access lines, and interconnected voice over internet protocol service lines.

[2010 1st sp.s. c 19 § 1; 1991 c 54 § 9; 1981 c 160 § 1.]

Notes:

Effective dates -- 2010 1st sp.s. c 19: "(1) Except as otherwise provided in this section, this act takes effect October 1, 2010.

(2) Sections 1 through 3, 5 through 7, 10 through 21, and 23 of this act take effect January 1, 2011."
[2010 1st sp.s. c 19 § 27.]

Referral to electorate -- 1991 c 54: See note following RCW 38.52.030.

RCW 82.14B.020

Definitions.

As used in this chapter:

(1) "Consumer" means a person who purchases a prepaid wireless telecommunications service in a retail transaction.

(2) "Emergency services communication system" means a multicounty or countywide communications network, including an enhanced 911 emergency communications system, which provides rapid public access for coordinated dispatching of services, personnel, equipment, and facilities for police, fire, medical, or other emergency services.

(3) "Enhanced 911 emergency communications system" means a public communications system consisting of a network, database, and on-premises equipment that is accessed by dialing or accessing 911 and that enables reporting police, fire, medical, or other emergency situations to a public safety answering point. The system includes the capability to selectively route incoming 911 voice or data to the appropriate public safety answering point that operates in a defined 911 service area and the capability to automatically display the name, address, and telephone number of incoming 911 voice or data at the appropriate public safety answering point. "Enhanced 911 emergency communications system" includes the modernization to next generation 911 systems.

(4) "Interconnected voice over internet protocol service" has the same meaning as provided by the federal communications commission in 47 C.F.R. Sec. 9.3 on January 1, 2009, or a subsequent date determined by the department.

(5) "Interconnected voice over internet protocol service line" means an interconnected voice over internet protocol service that offers an active telephone number or successor dialing protocol assigned by a voice over internet protocol provider to a voice over internet protocol service customer that has inbound and outbound calling capability, which can directly access a public safety answering point when such a voice over internet protocol service customer has a place of primary use in the state.

(6) "Local exchange company" has the meaning ascribed to it in RCW 80.04.010.

(7) "Place of primary use" means the street address representative of where the subscriber's use of the radio access line or interconnected voice over internet protocol service line occurs, which must be:

(a) The residential street address or primary business street address of the subscriber; and

(b) In the case of radio access lines, within the licensed service area of the home service provider.

(8) "Prepaid wireless telecommunications service" means a telecommunications service that provides the right to use mobile wireless service as well as other nontelecommunications services including the download of digital products delivered electronically, content, and ancillary services, which must be paid for in full in advance and sold in predetermined units or dollars of which the number declines with use in a known amount.

(9) "Private telecommunications system" has the meaning ascribed to it in RCW 80.04.010.

(10) "Radio access line" means the telephone number assigned to or used by a subscriber for two-way local wireless voice service available to the public for hire from a radio communications service company. Radio access lines include, but are not limited to, radio-telephone communications lines used in cellular telephone service, personal communications services, and network radio access lines, or their functional and competitive equivalent. Radio access lines do not include lines that provide access to one-way signaling service, such as paging service, or to communications channels suitable only for data transmission, or to

nonlocal radio access line service, such as wireless roaming service, or to a private telecommunications system.

(11) "Radio communications service company" has the meaning ascribed to it in RCW 80.04.010, except that it does not include radio paging providers. It does include those persons or entities that provide commercial mobile radio services, as defined by 47 U.S.C. Sec. 332(d)(1), and both facilities-based and nonfacilities-based resellers.

(12) "Retail transaction" means the purchase of prepaid wireless telecommunications service from a seller for any purpose other than resale.

(13) "Seller" means a person who sells prepaid wireless telecommunications service to another person.

(14) "Subscriber" means the retail purchaser of telecommunications service, a competitive telephone service, or interconnected voice over internet protocol service. "Subscriber" does not include a consumer, as defined in this section.

(15) "Switched access line" means the telephone service line which connects a subscriber's main telephone(s) or equivalent main telephone(s) to the local exchange company's switching office.

[2013 2nd sp.s. c 8 § 102. Prior: 2010 1st sp.s. c 19 § 2; prior: 2007 c 54 § 16; 2007 c 6 § 1009; 2002 c 341 § 7; 1998 c 304 § 2; 1994 c 96 § 2; 1991 c 54 § 10; 1981 c 160 § 2.]

Notes:

Findings -- Intent -- Effective dates -- 2013 2nd sp.s. c 8: See notes following RCW 82.14B.040.

Effective dates -- 2010 1st sp.s. c 19: See note following RCW 82.14B.010.

Severability -- 2007 c 54: See note following RCW 82.04.050.

Part headings not law -- Savings -- Effective date -- Severability -- 2007 c 6: See notes following RCW 82.32.020.

Findings -- Intent -- 2007 c 6: See note following RCW 82.14.495.

Severability -- Effective date -- 2002 c 341: See notes following RCW 38.52.501.

Findings -- 1998 c 304: "The legislature finds that:

(1) The state enhanced 911 excise tax imposed at the current rate of twenty cents per switched access line per month generates adequate tax revenues to enhance the 911 telephone system for switched access lines statewide by December 31, 1998, as mandated in RCW 38.52.510;

(2) The tax revenues generated from the state enhanced 911 excise tax when the tax rate decreases to a maximum of ten cents per switched access line on January 1, 1999, will not be adequate to fund the long-term operation and equipment replacement costs for the enhanced 911 telephone systems in the counties or multicounty regions that receive financial assistance from the state enhanced 911 office;

(3) Some counties or multicounty regions will need financial assistance from the state enhanced 911 office to implement and maintain enhanced 911 because the tax revenue generated from the county enhanced 911 excise tax is not adequate;

(4) Counties with populations of less than seventy-five thousand will need salary assistance to create multicounty regions and counties with populations of seventy-five thousand or more, if requested by smaller counties, will need technical assistance and incentives to provide multicounty services; and

(5) Counties should not request state financial assistance for implementation and maintenance of

enhanced 911 for switched access lines unless the county has imposed the maximum enhanced 911 tax authorized in RCW 82.14B.030." [1998 c 304 § 1.]

Effective dates -- 1998 c 304: "This act takes effect January 1, 1999, except section 14 of this act which takes effect July 1, 1998." [1998 c 304 § 15.]

Finding -- Intent -- 1994 c 96: "(1) The legislature finds that:

(a) Emergency services communication systems, including enhanced 911 telephone systems, are currently funded with revenues from state and local excise taxes imposed on the use of switched access lines;

(b) Users of cellular communication systems and other similar wireless telecommunications systems do not use switched access lines and are not currently subject to these excise taxes; and

(c) The volume of 911 calls by users of cellular communications systems and other similar wireless telecommunications systems has increased in recent years.

(2) The intent of this act is to acknowledge the recommendations regarding 911 emergency communication system funding as detailed in the report to the legislature dated November 1993, entitled "Taxation of Cellular Communications in Washington State," to authorize imposition and collection of the twenty-five cent county tax discussed in chapter 6 of that report, and to require the department of revenue to continue the *study of such funding as detailed in the report." [1994 c 96 § 1.]

***Reviser's note:** See 1992 c 218 and 1994 c 96 § 6.

Effective dates -- 1994 c 96: "This act is necessary for the immediate preservation of the public peace, health, or safety, or support of the state government and its existing public institutions, and shall take effect immediately [March 23, 1994], except section 5 of this act shall take effect January 1, 1995." [1994 c 96 § 8.]

Referral to electorate -- 1991 c 54: See note following RCW 38.52.030.

RCW 82.14B.030

County enhanced 911 excise tax on use of switched access lines and radio access lines authorized — Amount — State enhanced 911 excise tax — Amount.

Subject to the enactment into law of the 2013 amendments to RCW 82.08.0289 in section 107, chapter 8, Laws of 2013 2nd sp. sess., the 2013 amendments to RCW 80.36.430 in section 108, chapter 8, Laws of 2013 2nd sp. sess., and the 2013 amendments to RCW 43.20A.725 in section 109, chapter 8, Laws of 2013 2nd sp. sess.:

(1) The legislative authority of a county may impose a county enhanced 911 excise tax on the use of switched access lines in an amount not exceeding seventy cents per month for each switched access line. The amount of tax must be uniform for each switched access line. Each county must provide notice of the tax to all local exchange companies serving in the county at least sixty days in advance of the date on which the first payment is due. The tax imposed under this subsection must be remitted to the department by local exchange companies on a tax return provided by the department. The tax must be deposited in the county enhanced 911 excise tax account as provided in RCW 82.14B.063.

(2)(a) The legislative authority of a county may also impose a county enhanced 911 excise tax on the use of radio access lines:

(i) By subscribers whose place of primary use is located within the county in an amount not exceeding seventy cents per month for each radio access line. The amount of tax must be uniform for each radio access line under this subsection (2)(a)(i); and

(ii) By consumers whose retail transaction occurs within the county in an amount not exceeding seventy cents per retail transaction. The amount of tax must be uniform for each retail transaction under this subsection (2)(a)(ii).

(b) The county must provide notice of the tax to all radio communications service companies serving in the county at least sixty days in advance of the date on which the first payment is due. The tax imposed under this section must be remitted to the department by radio communications service companies, including those companies that resell radio access lines, and sellers of prepaid wireless telecommunications services, on a tax return provided by the department. The tax must be deposited in the county enhanced 911 excise tax account as provided in RCW 82.14B.063.

(3)(a) The legislative authority of a county may impose a county enhanced 911 excise tax on the use of interconnected voice over internet protocol service lines in an amount not exceeding seventy cents per month for each interconnected voice over internet protocol service line. The amount of tax must be uniform for each line and must be levied on no more than the number of voice over internet protocol service lines on an account that are capable of simultaneous unrestricted outward calling to the public switched telephone network.

(b) The interconnected voice over internet protocol service company must use the place of primary use of the subscriber to determine which county's enhanced 911 excise tax applies to the service provided to the subscriber.

(c) The tax imposed under this section must be remitted to the department by interconnected voice over internet protocol service companies on a tax return provided by the department.

(d) The tax must be deposited in the county enhanced 911 excise tax account as provided in RCW 82.14B.063.

(e) To the extent that a local exchange carrier and an interconnected voice over internet protocol service

company contractually jointly provide a single service line, only one service company is responsible for remitting the enhanced 911 excise taxes, and nothing in this section precludes service companies who jointly provide service from agreeing by contract which of them must remit the taxes collected.

(4) Counties imposing a county enhanced 911 excise tax must provide an annual update to the enhanced 911 coordinator detailing the proportion of their county enhanced 911 excise tax that is being spent on:

- (a) Efforts to modernize their existing enhanced 911 communications system; and
- (b) Enhanced 911 operational costs.

(5) A state enhanced 911 excise tax is imposed on all switched access lines in the state. The amount of tax may not exceed twenty-five cents per month for each switched access line. The tax must be uniform for each switched access line. The tax imposed under this subsection must be remitted to the department by local exchange companies on a tax return provided by the department. Tax proceeds must be deposited by the treasurer in the enhanced 911 account created in RCW 38.52.540.

(6)(a) A state enhanced 911 excise tax is imposed on the use of all radio access lines:

(i) By subscribers whose place of primary use is located within the state in an amount of twenty-five cents per month for each radio access line. The tax must be uniform for each radio access line under this subsection (6)(a)(i); and

(ii) By consumers whose retail transaction occurs within the state in an amount of twenty-five cents per retail transaction. The tax must be uniform for each retail transaction under this subsection (6)(a)(ii). Until July 1, 2018, a seller of prepaid wireless telecommunications service may charge an additional five cents per retail transaction as compensation for the cost of collecting and remitting the tax.

(b) The tax imposed under this section must be remitted to the department by radio communications service companies, including those companies that resell radio access lines, and sellers of prepaid wireless telecommunications service, on a tax return provided by the department. Tax proceeds must be deposited by the treasurer in the enhanced 911 account created in RCW 38.52.540. The tax imposed under this section is not subject to the state sales and use tax or any local tax.

(7) For purposes of the state and county enhanced 911 excise taxes imposed by subsections (2) and (6) of this section, the retail transaction is deemed to occur at the location where the transaction is sourced to under RCW 82.32.520(3)(c).

(8) A state enhanced 911 excise tax is imposed on all interconnected voice over internet protocol service lines in the state. The amount of tax may not exceed twenty-five cents per month for each interconnected voice over internet protocol service line whose place of primary use is located in the state. The amount of tax must be uniform for each line and must be levied on no more than the number of voice over internet protocol service lines on an account that are capable of simultaneous unrestricted outward calling to the public switched telephone network. The tax imposed under this subsection must be remitted to the department by interconnected voice over internet protocol service companies on a tax return provided by the department. Tax proceeds must be deposited by the treasurer in the enhanced 911 account created in RCW 38.52.540.

(9) For calendar year 2011, the taxes imposed by subsections (5) and (8) of this section must be set at their maximum rate. By August 31, 2011, and by August 31st of each year thereafter, the state enhanced 911 coordinator must recommend the level for the next year of the state enhanced 911 excise tax imposed by subsections (5) and (8) of this section, based on a systematic cost and revenue analysis, to the utilities and transportation commission. The commission must by the following October 31st determine the level of the state enhanced 911 excise taxes imposed by subsections (5) and (8) of this section for the following year.

[2013 2nd sp.s. c 8 § 105; 2010 1st sp.s. c 19 § 3. Prior: 2007 c 54 § 17; 2007 c 6 § 1024; prior: 2002 c 341 § 8; 2002 c 67 § 8; 1998 c 304 § 3; 1994 c 96 § 3; 1991 c 54 § 11; 1981 c 160 § 3.]

Notes:

Findings -- Intent -- Effective dates -- 2013 2nd sp.s. c 8: See notes following RCW 82.14B.040.

Effective dates -- 2010 1st sp.s. c 19: See note following RCW 82.14B.010.

Severability -- 2007 c 54: See note following RCW 82.04.050.

Part headings not law -- Savings -- Effective date -- Severability -- 2007 c 6: See notes following RCW 82.32.020.

Findings -- Intent -- 2007 c 6: See note following RCW 82.14.495.

Severability -- Effective date -- 2002 c 341: See notes following RCW 38.52.501.

Finding -- Effective date -- 2002 c 67: See notes following RCW 82.04.530.

Findings -- Effective dates -- 1998 c 304: See notes following RCW 82.14B.020.

Finding -- Intent -- Effective dates -- 1994 c 96: See notes following RCW 82.14B.020.

Referral to electorate -- 1991 c 54: See note following RCW 38.52.030.

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 06/22/15 Council Business Item:
07/13/15

B. Issue/Topic: **iFocus Consulting Contract Renewal**

C. Sponsor(s):
1. Cassinelli 2.

D. Background (overview of why issue is before council):
This would be a renewal of the current agreement in place. The 2015 contract has an increase from \$360 per month to \$400 per month with no change to the services. iFocus provides support for the city server, network and computers.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):
1. Staff recommends the Council approve the Mayor to continue to use iFocus for tech support.

F. Impacts:
1. Fiscal: \$4,320 has already been budgeted for 2015 and approving this contract will increase the total amount owed by another \$160 for the remainder of the 2015 calendar year.
2. Legal:
3. Personnel:
4. Service/Delivery:

G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates:

J. Proposed Motion: **I move to approve the Mayor to execute the 2015 iFocus Consulting agreement for Network Administration.**



NETWORK ADMINISTRATION SUPPORT AGREEMENT

This Network Administration Maintenance Agreement (the "Agreement") is made and entered on September 1, 2015, by and between **City of Ilwaco** ("Client") and **IFOCUS CONSULTING INC** ("Consultant") (collectively referred to as the "Parties").

The Parties agree as follows:

1. **SERVICES:** Client shall engage Consultant for the maintenance of its corporate information technology local area network and wide area networking environment. Such services to be described in greater detail below (the "Services"):
 - A. Server System Support.** Consultant will provide umbrella coverage for all foreseeable services needed for the operation of the defined server environment. *See Appendix A for information on server systems covered under this agreement.*
 - B. Network Infrastructure Support.** Consultant will provide support for core networking technology systems including switches, firewalls, routers, and modems. Service includes configuration, reinstallation, troubleshooting, firmware upgrades, VPN user management, and user support.
 - C. Backup Services/ Disaster Recovery.** Consultant will provide support for daily server environment backup procedures. A disaster recovery plan will be implemented to allow for file restoration and support. *See Appendix C for extended information on backup service tasks.*
 - D. Desktop Computer Support.** Consultant will provide as-needed support service which includes, but not limited to, system troubleshooting, software support, operating system installation, software fault resolution, virus remediation, malware remediation, network connectivity, internet connectivity, and local resource configuration (including printers, faxes, ect).
 - E. Laptop Computer Support.** Consultant will provide as-needed support service which includes, but is not limited to, system troubleshooting, software support, operating system installation, software fault resolution, virus remediation, malware remediation, network connectivity, internet connectivity, VPN connectivity, remote access services, and local resource configuration.

F. Computer Auditing Services. Consultant will maintain a master outline of all technology assets in the Network environment. Biannual audits will be performed to ensure the integrity of the system, with analysis and recommendations being brought to the Client for review and possible implementation.

2. RESPONSE TIME: For the Services contemplated in this Agreement, Consultant will provide remediation to requested services as outlined:

A. Phone/ Email Support. Includes support for all network users. Upon encountering a computer-related problem, contact will be made to Consultant by calling the support desk or by emailing: helpdesk@ifocus.us
- *SAME DAY RESPONSE TIME*

During business hours: *Monday-Friday / 8:00am – 5:00pm* (503) 338-7443
After hours dedicated support hotline: (888) 262-4911

B. Remote Desktop Support. Our network specialists will provide remote desktop support to resolve issues related to application faults, and software configuration via the iFocus Remote Tool. - *SAME DAY RESPONSE TIME*

C. On Site Service. Our network specialists will provide service calls to resolve urgent or planned network performance issues related to hardware, connectivity, and operating system functionality. Proactive and planned services will be performed based on issue severity.

- **Severity 1:** Unplanned server, or critical application in an error state severely impacting customer production and/or profitability. – *SAME DAY RESPONSE TIME*
- **Severity 2:** Unplanned high-impact problem in which production is proceeding, but in a significantly impaired fashion. – *NEXT DAY RESPONSE TIME*
- **Severity 3:** Unplanned important issue, which does not have significant current productivity impact for the customer. – *TWO DAY RESPONSE TIME*

3. EXCLUSIONS: For the managed care services contemplated in this Agreement, the following are excluded and will require a separate contract: in-depth software or systems training, software programming, installation of new workstations or servers, and installation and configuration of any new enterprise application.

4. **COMPENSATION:** For the Services contemplated in this Agreement, Client will pay Consultant the monthly fees as outlined:

| | |
|---|----------|
| • Managed Server Asset: Server | \$400.00 |
| • Server Backup Services/ Disaster Recovery | included |
| • Network Infrastructure Support | included |
| • Remote Support Management Tool | included |

Total: \$400.00

Remote Support Services

Support will be charged at the rate of \$105/ hour billed in 15 minute increments for all remote support services performed during business hours.

Onsite Support Services

Support will be charged at the rate of \$105/ hour with a one hour minimum for all onsite services performed during business hours. *A fee of \$52.50 will be charged for one-way travel to the Ilwaco locations.*

After Hours Support Services

Support will be charged at the rate of \$157.50/ hour billed in one hour increments for after hours support services.

5. **TERM:** The original term of this Agreement shall be for **12 months beginning September 1, 2015**. 60 days prior to the end of the term of the contract, the Consultant will present the contract to the client for renewal.
6. **EXPENSES:** Client agrees to reimburse Consultant for all reasonable expenses authorized in advanced by Client and incurred in connection with this Agreement including, but not limited to, server systems, desktop systems, laptops, pocket PCs, uninterruptible power supplies, switches, routers, firewalls, modems, misc hardware and software.
7. **INDEPENDENT CONTRACTOR.** Consultant is an independent contractor and not an employee of the Client, and, unless otherwise stated in this Agreement, is not entitled to any of the benefits normally provided to the employees of the Client.
8. **CONFIDENTIALITY:** Consultant acknowledges that he/she may have access to Client's confidential and proprietary information. Such confidential information may include, without limitation: i) business and financial information, ii) business methods and practices, iii) technologies and technological strategies, iv) marketing strategies and v) other such information as Client may designate as confidential ("Confidential Information"). Consultant agrees to not disclose to any other person (unless required by law) or use for personal gain any Confidential Information at any time during or after the term of this Agreement, unless Client grants express, written consent of such a disclosure. In addition, Consultant will use his/her best efforts to prevent any such

disclosure. Confidential Information will not include information that is in the public domain, unless such information falls into the public domain through Consultant's unauthorized actions.

9. **OWNERSHIP:** Client hardware and software assets stored within the offices of Client are the property of Client.
10. **HOLD HARMLESS/INDEMNIFICATION.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City. No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.
11. **NONDISCRIMINATION.** In the performance of this Agreement, the Consultant will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap; provided that the prohibition against discrimination in employment because of handicap shall not apply if the particular disability prevents the proper performance of the particular worker involved. The Consultant shall ensure that applicants are employed, and that employees are treated during employment without discrimination because of their race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap. Such action shall include, but not be limited to: employment, upgrading, demotion or transfers, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and programs for training including apprenticeships. The Consultant shall take such action with respect to this Agreement as may be required to ensure full compliance with local, state and federal laws prohibiting discrimination in employment.
12. **SUBCONTRACTING/NONASSIGNMENT.** No portion of this Agreement may be contracted or assigned to any other individual, firm or entity without the express and prior approval of City.
13. **COMPLIANCE WITH LAWS.** Consultant, in the performance of this Agreement, shall comply with all applicable federal, state and local laws, rules and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services. The Consultant specifically agrees to maintain a City of Ilwaco business license and pay any applicable Business and Occupation taxes that may be due on account of this Agreement.
14. **INSURANCE.** The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees. Consultant shall obtain

insurance as follows: 1) Commercial General Liability Insurance, 2) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington and 2) Professional Liability insurance appropriate to the Consultant's profession.

15. **TIME ESSENCE.** Time is of the essence of this Agreement.
16. **CONTINUING OBLIGATIONS:** Notwithstanding the termination of this Agreement for any reason, the provisions of Sections 8 of this Agreement will continue in full force and effect following such termination.
17. **BINDING EFFECT:** The covenants and conditions contained in the Agreement shall apply to and bind the Parties and the heirs, legal representatives, successors and permitted assigns of the Parties.
18. **CUMULATIVE RIGHTS:** The Parties' rights under this Agreement are cumulative, and shall not be construed as exclusive of each other unless otherwise required by law.
19. **WAIVER:** The failure of either party to enforce any provisions of this Agreement shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.
20. **SEVERABILITY:** If any part or parts of this Agreement shall be held unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect. If any court of competent jurisdiction deems any provision of this Agreement invalid or unenforceable, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.
21. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the Parties and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement. This Agreement may be modified in writing and must be signed by both Client and Consultant.
22. **NOTICE:** Any notice required or otherwise given pursuant to this Agreement shall be in writing and mailed certified return receipt requested, postage prepaid, or delivered by overnight delivery service, addressed as follows:

Client:

CITY OF ILWACO
P.O. Box 548
Ilwaco, WA 98624

Consultant:

IFOCUS CONSULTING, INC.
100 39th Street, Suite 201
Astoria, OR 97103

Either party may change such addresses from time to time by providing notice as set forth above.

- 23. GOVERNING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed the day and year first written above.

CLIENT:

Signature

Name (please print)

Title

CONSULTANT:

Signature

Chris Womack

Name

President

Title



Appendix A:

Technology assets covered under this agreement

Server Systems

Ilwaco, Washington: 1

Total: 1

Appendix B:

Inclusive Managed Care Services

Server Systems:

- ☐ Unresponsiveness
- ☐ Service Failure
- ☐ Loss of network connectivity
- ☐ Security Issues
- ☐ Application Maintenance
- ☐ Anti-Virus Definition Updates
- ☐ Windows security patch installation
- ☐ Service pack installation
- ☐ Disaster recovery *

* Disaster Recovery services included provided that managed server asset is covered by manufacturer's hardware warranty.

Appendix C:

General Server Maintenance

Certain maintenance procedures require more attention than others. The procedures that require the most attention are categorized as daily procedures. We take on these procedures each day to ensure system reliability, availability, performance, and security.

Backups Service. To provide a more secure and fault-tolerant environment, it is imperative that a successful backup be performed each night. The consultant will administer and monitor success of automated backup routines (including up to 2 Gigabytes of online/off-site backup storage). In the event of a server failure, we may be required to perform a restore from a backup.

Monitoring the Event Viewer. The Event Viewer is used to check the System, Security, Application, and other logs on a local or remote system. These logs are an invaluable source of information regarding the enterprise server environment.

Monitoring System Services. Directory Service, DNS Server, Terminal Services, VPN Server, DHCP Server, Windows Update Services

Disk Space Utilization Confirmation.

Antivirus Definitions Updates.

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 07/13/15 Council Business Item:

B. Issue/Topic: **Amendment of Chapter 15 of the IMC Code**

C. Sponsor(s):
1. Cassinelli 2.

D. Background (overview of why issue is before council):
The City is working toward adopting Chapter 11, Code Enforcement and requires some minor updates to Chapter 15 to be fully compliant with the new chapter.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)
1. This amendment introduces Chapter 11 of the IMC to the Violations and Penalties sub-chapter of Chapter 15, and also allows for enforcement under section 1.20.020 of the IMC.

F. Impacts:
1. Fiscal:
2. Legal: Reviewed by Heather Reynolds
3. Personnel:
4. Service/Delivery:

G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates:

J. Proposed Motion: **I move to amend Chapter 15, Unified Development Ordinance of the Ilwaco Municipal Code in order to uniformly enforce the code requirements with regards to violation and penalties, and to update policy.**

**CITY OF ILWACO
ORDINANCE NO. XXX**

AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, AMENDING THE ILWACO MUNICIPAL CODE IN ORDER TO UNIFORMLY ENFORCE THE CODE REQUIREMENTS WITH REGARDS TO VIOLATION AND PENALTIES AND TO UPDATE POLICY.

WHEREAS, the Council of the City of Ilwaco wishes to make the Ilwaco Municipal Code uniformly consistent for enforcement; and

WHEREAS, certain sections of the Ilwaco Municipal Code require updating;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The Ilwaco Municipal Code, is amended to read as follows:

Chapter 15.02

GENERAL PROVISIONS

Sections:

- 15.02.010 Title.
- 15.02.020 Authority.
- 15.02.030 Applicability.
- 15.02.040 Purpose and intent.
- 15.02.050 Minimum requirements.
- 15.02.060 Interpretation—Language construction.
- 15.02.070 Computation of time.
- 15.02.080 Zoning map interpretation.
- 15.02.090 Right-of-way interpretation.
- 15.02.100 Withdrawal of applications.
- 15.02.110 Violations defined.
- 15.02.120 Permit suspension, revocation, or modification.
- 15.02.130 Security agreement.
- 15.02.140 Violations and penalties.
- 15.02.150 Severability.

15.02.010 Title.

This document will be known and may be cited as the Ilwaco Unified Development Ordinance, and is referred to in this document as “this title.” (Ord. 627 (part), 1999)

15.02.020 Authority.

This title is adopted pursuant to the authority contained in Chapter 35A.63 RCW (Planning and Zoning in Code Cities), Chapter 35A.58 RCW (Boundaries and Plats), Chapter 36.70A RCW

Ordinance XXX

Page 1 of 6

(Growth Management Act), Chapter 36.70B RCW, Chapter 86.16 RCW (Flood Prevention), Title 58 RCW (Boundaries and Plats), and any other appropriate state regulations. (Ord. 627 (part), 1999)

15.02.030 Applicability.

- A. The provisions of this title apply to all development in the city, and no development may occur before obtaining a permit or approval pursuant to this title, except as provided in subsection B below.
- B. This title does not affect the validity of any effective development permit that was issued before the effective date of this title.
- C. Nothing in this title authorizes development that is inconsistent with and does not further the framework and policy direction provided for in the city's adopted comprehensive plan pursuant to Chapter 36.70A RCW. (Ord. 627 (part), 1999)

15.02.040 Purpose and intent.

The purposes of this title are:

- A. To establish regulatory procedures and standards for review and decision-making of all proposed development in the city;
- B. To foster and preserve public health, safety, comfort and welfare, and to aid in the harmonious, orderly, aesthetically pleasing, and socially beneficial development of the city, in accordance with the comprehensive plan;
- C. To adopt a development review process that is efficient, effective and equitable;
- D. To prohibit or condition incompatible land uses;
- E. To ensure that new development(s) install all private and public infrastructure necessary to serve the new development and protect environmentally sensitive areas;
- F. To implement the comprehensive plan of the city;
- G. To regulate the subdivision of land to ensure that:
 - 1. Adequate utility and public facilities are provided in developing portions of the city,
 - 2. Land development is coordinated, and
 - 3. Uniform monumenting of land subdivisions and conveyance by accurate legal description is achieved; and
- H. To provide for a penalty for the violation of this title. (Ord. 678 § 2, 2003; Ord. 627 (part), 1999)

15.02.050 Minimum requirements.

The requirements in this title are the minimum requirements necessary to accomplish the purposes of this title. (Ord. 627 (part), 1999)

15.02.060 Interpretation—Language construction.

The following rules of construction apply to the text of this document:

- A. The words “must” and “will” are always mandatory and not discretionary. The words “should” and “may” are permissive and are discretionary;
- B. Words used in the present tense include the future;
- C. Words used in the singular number include the plural, and the plural the singular, unless the context clearly indicates the contrary;
- D. A building or structure includes any part of a building or structure;

- E. The word “person” includes an individual, a corporation, a partnership, an incorporated association, or any other similar entity;
- F. The word “includes” does not limit a term to the specified examples, but is intended to extend its meaning to all other similar instances or circumstances; and
- G. The use of any genderbased pronoun (e.g., “he”) should not be construed to be gender biased, but is only used for grammatical simplicity. (Ord. 627 (part), 1999)

15.02.070 Computation of time.

The time within which an act is to be done is computed by excluding the first and including the last day. If the last day is a Saturday, Sunday or legal holiday, that day will be excluded. (Ord. 627 (part), 1999)

15.02.080 Zoning map interpretation.

This unified development code consists of the text of this title, together with a zoning map, which is on file at the office of the city clerk-treasurer. The zoning map shows the boundaries of different use districts within the city and its urban growth area. Boundaries of land use districts should be interpreted as follows:

- A. Boundaries shown as following or approximately following any street will be interpreted as following the centerline of the street.
- B. Boundaries shown as following or approximately following any platted lot line or other property line will be interpreted as following such line.
- C. Boundaries shown as following or approximately following section lines, half-section lines, or quarter-section lines will be interpreted as following such lines.
- D. Boundaries shown as following or approximately following natural features will be interpreted as following such features.
- E. Vacated streets and alleys will assume the zone classification of abutting property. The former centerline of the vacated street or alley will be the new boundary.
- F. When any uncertainty exists as to zone boundaries, the planning commission and/or city council may require an applicant to determine the location of boundaries by survey. (Ord. 627 (part), 1999)

15.02.090 Right-of-way interpretation.

- A. Land contained in rights-of-way for streets or alleys will be considered unclassified, except when the areas are specifically designated on the zoning map as being classified in one of the zones provided in this title.
- B. Uses within street or alley rights-of-way will be limited to street purposes as defined by law.
- C. Where a right-of-way is vacated, the vacated area will adopt the zone classification of the adjoining property with which it is first merged. (Ord. 627 (part), 1999)

15.02.100 Withdrawal of applications.

An application may be withdrawn by an applicant at any time. (Ord. 627 (part), 1999)

15.02.110 Violations defined.

Structures or uses which do not conform to this title are violations subject to the enforcement, penalty, and abatement provisions of this title, except approved variances and legal nonconforming uses as specified in this title. Violations include, but are not limited to:

- A. Establishing a use not permitted in the zone in which it is located;
- B. Constructing, expanding or placing a structure in violation of setback, height, and other dimensional standards;
- C. Establishing a permitted use without complying with applicable development standards set forth in other ordinances, regulations, ordinances, rules or laws;
- D. Failing to carry out or observe conditions of a permit or approval, including contract development standards of property-specific agreements;
- E. Failing to secure a required permit or approval before establishing a permitted use; and
- F. Failing to maintain site improvements as required in this title, including but not limited to landscaping, parking or drainage control facilities. (Ord. 627 (part), 1999)

15.02.120 Permit suspension, revocation, or modification.

Any permit or approval issued by the city pursuant to this title may be suspended, revoked, or modified by the city council on one or more of the following grounds:

- A. The permit or approval was obtained by fraud;
- B. The permit or approval was granted based on inadequate or inaccurate information supplied by the applicant or the applicant's representative;
- C. An error of procedure occurred which prevented consideration of the interests of persons directly affected by the approval;
- D. The permit or approval granted is being exercised contrary to the terms or conditions of the permit or approval or in violation of any statute, law or regulation; or
- E. The holder of the permit or approval interferes with any authorized city representative in the performance of his or her duties, relevant to the permit or approval or implementation and review of the permit. (Ord. 627 (part), 1999)

15.02.130 Security agreement.

A. When a completion security or maintenance security is required to be posted, the applicant and the mayor must sign a notarized security agreement, approved in form by the city attorney. This security agreement must be recorded with the Pacific County auditor. The security agreement must provide the following information:

- 1. A description of the work or improvements covered by the security;
 - 2. The period of time covered by the security;
 - 3. The amount and nature of the security and the amount of the cash deposit;
 - 4. The rights and duties of the city;
 - 5. The rights and duties of the applicant;
 - 6. An irrevocable license to run with the property to allow the employees, agents or contractors of the city to go on the subject property for the purpose of inspecting and, if necessary, doing the work or making improvements covered by the security;
 - 7. The mechanism by and circumstances under which the security will be released;
 - 8. The mechanism by and circumstances under which the security will be forfeited.
- B. When any recorded security mechanism is released by the city to the applicant, a copy of the letter of release must be filed with the Pacific County auditor. (Ord. 627 (part), 1999)

15.02.140 Violations and penalties.

A. **Penalties for violations of this title shall be assessed and enforced pursuant to title 11, "Enforcement Procedures", of this code.** ~~Any firm, business, property owner, corporation,~~

~~entity or person who violates the standards in this title, or the more stringent standards imposed by the city in carrying out the provisions of this title, is guilty of an infraction. Each violation will be punished by a fine not to exceed two hundred fifty dollars (\$250.00) per violation nor to exceed a fine of two hundred fifty dollars (\$250.00) per day that violations occur. All proceedings for the civil violation will be in accordance with Section 1.20.020 of this code. Provided, the city also has the right to abate any violations of this title by seeking injunctive relief and may elect to prosecute the violation under section 1.20.020 of this code. Any firm, business, property owner, corporation, entity or person who violates the standards in this title is responsible for paying the city's court costs and reasonable attorney's fees in any abatement action. All proceedings for the infraction will be done in accordance to Section 1.20.020 of this code. (Ord. 718 (part), 2006; Ord. 627 (part), 1999)~~

15.02.150 Severability.

If any chapter, section, subsection, paragraph, sentence, clause, or phrase of this title is declared unconstitutional or invalid for any reason, the decision will not affect the validity of the remaining portion of this title. (Ord. 627 (part), 1999)

Section 2. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 3. Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, Deputy City Clerk

| VOTE | Jensen | Karnofski | Marshall | Chambreau | Forner | Cassinelli |
|-------------|--------|-----------|----------|-----------|--------|------------|
| Ayes | | | | | | |
| Nays | | | | | | |
| Abstentions | | | | | | |
| Absent | | | | | | |

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 06/22/15 Council Business Item:
07/13/15

B. Issue/Topic: Ordinance Delegating Authority for the Investment of City Funds

C. Sponsor(s):

1. Marshall 2.

D. Background (overview of why issue is before council):

1. The city has excess funds in the LGIP account, adopting this ordinance would allow for future investments. These investments could potentially earn a higher interest rate than what the LGIP is currently earning at 0.14%.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)

1. This ordinance is just precautionary as the state auditor likes to see either a piece of code or a polciy addressing the investment of excess funds. The finance committee has reviewed this langauge.

F. Impacts:

1. Fiscal: None at this current time.
2. Legal: The City Attorney has reviewed the ordinance.
3. Personnel:
4. Service/Delivery:

G. Planning Commission: ☐ Recommended ☐ N/A ☐ Public Hearing on

H. Staff Comments:

- 1.

I. Time Constraints/Due Dates:

J. Proposed Motion: I move to adopt the Ordinance delegating authority for the investment of city funds as part of the Ilwaco Municipal Code.

**CITY OF ILWACO
ORDINANCE NO. XXX**

**AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, DELEGATING
AUTHORITY FOR THE INVESTMENT OF EXCESS OR INACTIVE FUNDS**

WHEREAS, by RCW 35A.40.050, which incorporates RCW 35.39.030 et. Seq. the city of Ilwaco may invest any portion of the monies in its inactive funds or in other funds excess of current needs in:

1. U.S. Certificates of Indebtedness;
2. U.S. Bonds
3. Bonds or Warrants of this State;
4. General Obligation Bonds or Utility Revenue, bonds or warrants out of its own or any other city or town in the state;
5. Its own bonds or warrants of a local improvement or condemnation award district which is within the protection of the local improvement guarantee fund law; and
6. In any other investment authorized by law for any other taxing districts.

WHEREAS, the aforesaid City has at present, and will continue to have, certain funds which should be investment in any of the above securities.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO,
WASHINGTON, DOES ORDAIN AS FOLLOWS:**

Section 1. This section will be incorporated into the Ilwaco Municipal Code Title 3 Revenue and Finance, Chapter 3.32 entitled Investment of Funds.

Section 2. The City Treasurer of the City of Ilwaco, Washington is hereby authorized to and directed to determine the amount of money available in each of the various funds of the aforesaid city for investment purposes and make the investments as authorized by statute, and to convert the same to cash when necessary.

Section 3. The City Treasurer shall make a monthly report of all transactions to the city council as the same occur.

Section 4. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 5. Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN
AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.**

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, Deputy City Clerk

| VOTE | Jensen | Karnofski | Marshall | Chambreau | Forner | Cassinelli |
|-------------|--------|-----------|----------|-----------|--------|------------|
| Ayes | | | | | | |
| Nays | | | | | | |
| Abstentions | | | | | | |
| Absent | | | | | | |

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

Ariel Smith

From: Aaron Bonck <aaron.bonck@timevalueinv.com>
Sent: Wednesday, February 11, 2015 8:27 AM
To: Ariel Smith
Subject: RE: US Government Agency bond information

Good morning Ariel,

That is actually a great question, and it is one I should have addressed in my previous e-mail.

The gain for the City is a higher rate of return. The LGIP invests heavily in US Government Agency bonds, but the LGIP also provides overnight liquidity to the public entities who use it. This means that the LGIP has to keep those funds invested in very short term securities. The maximum maturity the LGIP can invest to is 13 months, but the average maturity of all investments is closer to 2-3 months. The rate of return the LGIP provides (it has been around .10% for the last couple of years) is commensurate with such short term investments.

By investing in the same type of securities, but investing further out and purchasing them directly, the City can earn a higher rate of return on those funds which do not need to be kept liquid. Elaine had estimated that somewhere from \$400,000 up to \$800,000 of the City's funds did not require the liquidity provided by the LGIP and could therefore be invested out and earn higher rates of return (depending on the length of investment, roughly 5-10 times what the LGIP is currently providing).

I hope this answers Councilmember Marshall's question, and please let me know if there is anything else I can provide!

Thanks,

Aaron

From: Ariel Smith [mailto:treasurer@ilwaco-wa.gov]
Sent: Wednesday, February 11, 2015 8:13 AM
To: Aaron Bonck
Subject: FW: US Government Agency bond information

Aaron,
Sorry to keep throwing questions at you, but I just feel that you are better equipped to answer these than I. Councilmember Marshall is asking, if the LGIP currently invests the City's money in a similar way that you are proposing, what is the gain for the city by investing in bonds?

Thanks for all of your help,

Ariel Smith
Treasurer
City of Ilwaco
P.O. Box 548
Ilwaco, WA 98624
Ph: 360-642-3145
Email: treasurer@ilwaco-wa.gov

From: Fred Marshall [mailto:council3@ilwaco-wa.gov]
Sent: Tuesday, February 10, 2015 5:41 PM

To: 'Ariel Smith'; 'Jon Chambreau'
Subject: RE: US Government Agency bond information

Thanks!

The implication is that these guys are going to invest in similar instruments but be better than what LGIP does.
How is that explained then?

Thanks again,

Fred

From: Ariel Smith [<mailto:treasurer@ilwaco-wa.gov>]
Sent: Tue, February 10, 2015 4:00 PM
To: 'Jon Chambreau'; 'Fred Marshall'
Subject: FW: US Government Agency bond information

Passing along this information.

From: Aaron Bonck [<mailto:aaron.bonck@timevalueinv.com>]
Sent: Tuesday, February 10, 2015 11:39 AM
To: treasurer@ilwaco-wa.gov
Subject: US Government Agency bond information

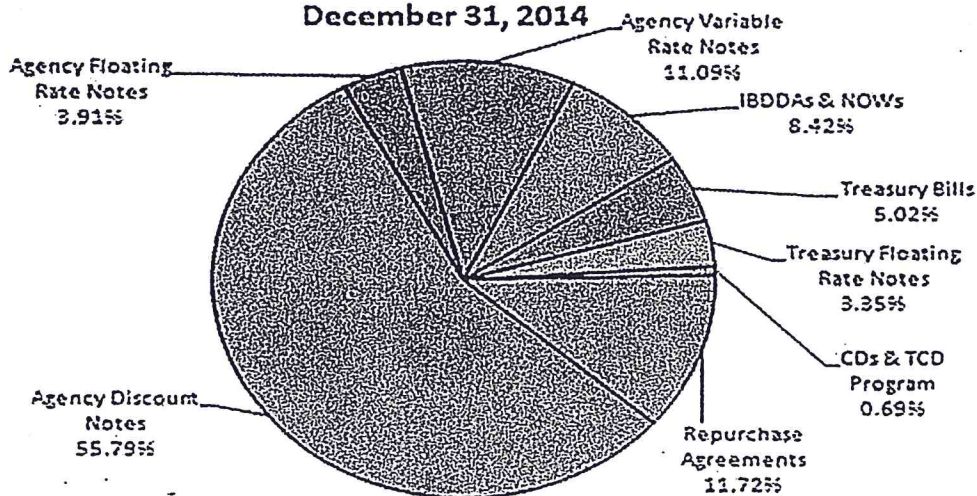
Good morning Ariel,

Below please find information regarding the safety and suitability of US Government Agency bonds for public entities in Washington.

Here are the holdings of the LGIP as of 12/31/2014. As you can see, the largest portion of the LGIP is Agency Discount Notes totaling 55.79%. There are also Agency Floating Rate Notes and Agency Variable Rate Notes totaling 3.91% and 11.09% respectively. These three US Government Agency bond investments total 70.79% of the funds invested in the LGIP.

This means that over 70 cents of every dollar the City keeps in the LGIP is invested in US Government Agency bonds already.

**LGIP Holdings
December 31, 2014**



Source: <http://www.tre.wa.gov/lqip/portfolioSummary.shtml>

Additionally, it is important to know that US Government Agency bonds are allowable investments by state code. RCW 43.84.080 is typically used when determining which investments are allowable for public entities. I have included the section which allows for US Government Agency bonds. The link is included below to view the entire code.

(4) In federal home loan bank notes and bonds, federal land bank bonds and federal national mortgage association participation, or the obligations of any other government sponsored corporation whose obligations are or may be as determined by the board of governors of the federal reserve system;

Source: <http://apps.leg.wa.gov/rcw/default.aspx?cite=43.84.080>

I hope this is helpful, and please let me know if you have any questions.

Thanks,

Aaron

Aaron Bonck | Institutional Investments

Time Value Investments, Inc. | 9725 3rd Ave NE, Suite 610 | Seattle, WA 98115

Direct: 206-365-3000 | Toll Free: 877-707-7787 | Fax: 206-417-6000



Securities offered through ProEquities, Inc. a Registered Broker-Dealer, Member, FINRA & SIPC. Any non-securities activities conducted by Time Value Investments, Inc. are independent of ProEquities, Inc.

Ariel Smith

m: Aaron Bonck <aaron.bonck@timevalueinv.com>
Sent: Friday, January 16, 2015 11:02 AM
To: treasurer@ilwaco-wa.gov
Subject: Public Funds Investments

Good morning Ariel,

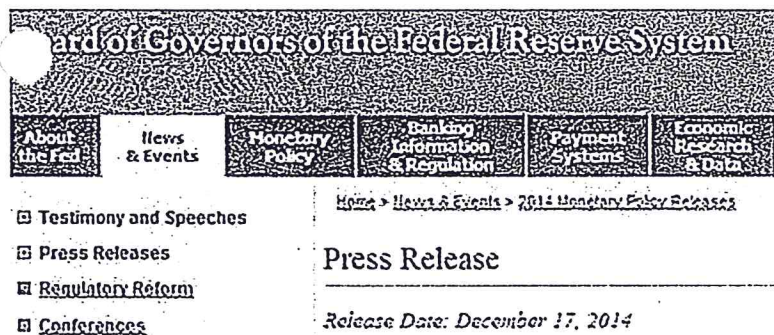
Below please find public funds investment information for the City of Ilwaco.

WE PROVIDE PUBLIC FUNDS INVESTMENT EDUCATION.

We are very involved in educating public funds investors both at our home office educational center in Seattle and at municipality conferences. For example, we have been invited to teach our 4 hour class, "Bonds 101, Public Funds Investing" at 4 of the last 5 Washington Municipal Treasurers Association (WMTA) and Washington Finance Officers Association (WFOA) conferences. Also, we were invited for the second year in a row to teach our 4 hour class at the California Municipal Treasurers Association (CMTA) conference in San Francisco in April 2014.

Currently over 250 public entities up and down the West Coast have purchased investments through TVI.

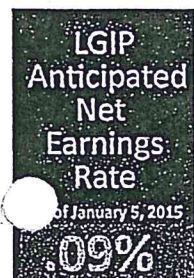
The Federal Reserve made the following statement regarding the Federal Funds Rate on 12/17/14:



12/17/14 UPDATE: "...The Committee sees this guidance as consistent with its previous statement that it likely will be appropriate to maintain the 0 to ¼ percent target range for the federal funds rate for a considerable time..."

The rate of return on the LGIP and most money market and savings accounts tend to follow the federal funds rate.

Here's the LGIP for comparison:



Here are currently available investment alternatives.

BOND 1: THIS 42YEAR AND 9 MONTH BOND IS NON-CALLABLE. IT PAYS ALL INTEREST AT MATURITY AND COMPOUNDS AT .80%:

| Trade Information | | | |
|-------------------|-------------|-------------------------|------------------|
| Trader | AARON BONCK | | |
| At | TVI | | |
| 9) BUY | 408M | of FICO 0 10/06/17 | |
| Price | 97.8586000 | Yield | 0.800036 |
| Settlement | 01/20/15 | (T+1 for calendar 'US') | |
| | | CUSIP | 31771EAD3 |
| | | NYSE SYMB | N.A. |
| | | Issuer | FICO STRIP PRN-4 |
| | | Dated | 10/27/88 |

Notes

| Trade Numbers | | | |
|---------------------|--------------|-----|------------|
| View Amounts in USD | | | |
| Principal | | USD | 399,263.09 |
| Accrued | (104 days) | | 0.00 |
| Total | | USD | 399,263.09 |

BOND 2: THIS 2 YEAR AND 3 MONTH BOND IS NON-CALLABLE. IT PAYS ALL INTEREST AT MATURITY AND COMPOUNDS AT .64%:

| Trade Information | | | |
|-------------------|-------------|-------------------------|------------------|
| Trader | AARON BONCK | | |
| At | TVI | | |
| 9) BUY | 405M | of FICO 0 04/05/17 | |
| Price | 98.5988000 | Yield | 0.640015 |
| Settlement | 01/20/15 | (T+1 for calendar 'US') | |
| | | CUSIP | 31771DEV1 |
| | | NYSE SYMB | N.A. |
| | | Issuer | FICO STRIP CPN17 |
| | | Dated | 05/05/89 |

Notes

| Trade Numbers | | | |
|---------------------|--------------|-----|------------|
| View Amounts in USD | | | |
| Principal | | USD | 399,325.14 |
| Accrued | (105 days) | | 0.00 |
| Total | | USD | 399,325.14 |

What do you think?

Thanks,

Aaron

Aaron Bonck | Institutional Investments

Time Value Investments, Inc. | 9725 3rd Ave NE, Suite 610 | Seattle, WA 98115

Direct: 206-365-3000 | Toll Free: 877-707-7787 | Fax: 206-417-6000



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Chapter 2.08 CITY CLERK-TREASURER

Sections:

2.08.010 Appointment of city clerk-treasurer.

2.08.020 Qualifications.

2.08.030 Duties.

2.08.010 Appointment of city clerk-treasurer.

The mayor shall appoint, subject to confirmation by a majority of the city council, a person to serve as city clerk-treasurer. (Ord. 623 § 1, 1998)

2.08.020 Qualifications.

All appointments of city clerk-treasurer shall be made on the basis of ability and training or experience of the appointees in duties they are to perform. (Ord. 623 § 2, 1998)

2.08.030 Duties.

A. The city clerk-treasurer shall have all of the powers and shall perform each of the duties specified by Title 35A RCW for city clerks and treasurers, together with any other duties or authority which may be conferred upon such office by the laws of the state or the ordinances of the city, as now or hereinafter amended.

B. In addition to the authority prescribed by the Revised Code of Washington, the city clerk-treasurer shall have the duties and primary authority to perform the following:

1. Determine what funds are available in any fund of the city for investments;
2. Invest the funds of the city in such manner as to provide for timely payment of claims, expenses and other expenditures authorized by the city council;
3. Receive and safely keep all money belonging to the city from whatever source devised;
4. Place all funds received to the credit of the different funds to which it belongs in a book kept for that purpose;
5. Certify availability of funds as cited for each warrant prepared, prior to submission to the council for approval;
6. Submit to the council recommendations and rationale for transfer of funds to effect payment of legitimate billings for which revenues have not been received, or for which adequate funds have not been budgeted;

7. Provide a summary of all investments and investment transactions quarterly to the city council;
8. Provide the mayor and city council, for the first council meeting each month, a statement of all moneys received and expended by fund number and title;
9. Provide the mayor, semiannually, a list of established payment schedules and deadlines, which require preparation of specific documents to effect payment;
10. Report to the city council at the first regular meeting of each month the condition of the city treasury, bringing to light any significant or potentially significant financial problem;
11. Disburse the funds of the city by direction of the city council as authorized by law;
12. Keep records of all ordinances and other official documents of the city;
13. Publication of official notices;
14. Recording of minutes of city council meetings;
15. Preparation of various periodic reports, and type permits, letters, memos and reports;
16. Such other duties as may be assigned by the city council from time to time by notice or resolution. (Ord. 623 § 3, 1998)

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 06/22/15 Council Business Item:
07/13/15

B. Issue/Topic: **Ordinance Vacating Public Right-of-Way**

C. Sponsor(s):
1. Forner 2.

D. Background (overview of why issue is before council):
1. City Council approved the petition for vacating a portion of public right-of-way submitted by Doug Knutzen on April 27, 2015.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):
1. Per Ilwaco Municipal Code 15.94.040 an ordinance must be drafted and recorded with the Pacific County Auditor to finalize the road vacation.
2. The monetary compensation section has been removed from the ordinance per City Council request.

F. Impacts:
1. Fiscal:
2. Legal:
3. Personnel:
4. Service/Delivery:

G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates:

J. Proposed Motion: **I move to adopt the ordinance vacating a portion of "C" Street per the Plat of Ocean View.**

**CITY OF ILWACO
ORDINANCE NO. XXX**

AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, VACATING A PORTION OF "C" STREET PER THE PLAT OF OCEAN VIEW.

THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The provisions of this ordinance shall be deemed to be an exercise of power of the City Council of the City of Ilwaco, Washington, to vacate public rights-of-way.

Section 2. A portion of C Street per the Plat of Ocean View as recorded in Volume D-1 of plats at Page 12 in the office of the Pacific County Auditor, more particularly described as follows, and depicted on attached Exhibit "A", be and the same is hereby vacated:

Beginning at the southwest corner of Block 13, Plat of Ocean View; Thence north 89°07'34" west, A distance of 50.00 feet to the southeast corner of Block 14, Plat of Ocean View; Thence along the east line of said Block 14, north 00°52'26" east, a distance of 150.00 feet to the northeast corner of Block 14, Plat of Ocean View; Thence south 89°07'34" east, A distance of 50.00 feet to the northwest corner of Block 13, Plat of Ocean View; Thence along the west line of said Block 13, south 00°52'26" west, A distance of 150.00 feet to the point of beginning.
Containing 7,500 square feet.

Section 3. This vacation is based on the following findings of fact:

1. The City of Ilwaco has no plans to improve the above named right-of-way;
2. The portion of subject streets to be vacated provides access only to the property abutting and the owner of said property is the petitioner for vacation.

Section 4. This ordinance shall be in full force and effect after its passage, publication and recording with the Pacific County Auditor, as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, Deputy City Clerk

| VOTE | Jensen | Karnofski | Marshall | Chambreau | Fornier | Cassinelli |
|-------------|--------|-----------|----------|-----------|---------|------------|
| Ayes | | | | | | |
| Nays | | | | | | |
| Abstentions | | | | | | |
| Absent | | | | | | |

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

- A. Meeting Dates: Council Workshop: Public Hearing:
 Council Discussion Item: 07/13/15 Council Business Item:
- B. Issue/Topic: **Amendment of Ordinance 777 Parks and Rec Commission**
- C. Sponsor(s):
 1. Cassinelli 2.
- D. Background (overview of why issue is before council):
 1. Parks and Recreation Commission Chair Nick Haldeman, with full support of the commission, is requesting that the number of non-resident seats be increased from one (1) to two (2).
- E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):
 1. In an effort to include non-resident Ilwaco Stakeholders and peninsula community members in the planning and visioning efforts of the Parks and Rec commission, it would be valuable to allow an additional seat open to a non-residents.
- F. Impacts:
 1. Fiscal:
 2. Legal:
 3. Personnel:
 4. Service/Delivery:
- G. Planning Commission: ☐ Recommended ☒ N/A ☐ Public Hearing on
- H. Staff Comments:
- I. Time Constraints/Due Dates:
- J. Proposed Motion: **I move to enact Ordinance XXX amending Ordinance 777, which increases the number of non-resident commission seats.**

**CITY OF ILWACO
ORDINANCE NO. XXX**

**AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, AMENDING
ORDINANCE NO. 777 ESTABLISHING A PARKS AND RECREATION
COMMISSION.**

WHEREAS, the City of Ilwaco wishes to encourage citizen input into the parks and recreation planning process by establishing a Parks and Recreation Commission to study the parks and recreation needs of the citizens of Ilwaco and make recommendations to the City Council concerning those needs; and

WHEREAS, the Parks and Recreation Commission desire to increase community involvement through increasing the number of allowed non-resident members;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO,
WASHINGTON, DOES ORDAIN AS FOLLOWS:**

Section 1. Ordinance 777 is amended to read as follows:

2.30.010 Created—Membership.

There is hereby created a Parks and Recreation Commission consisting of five members, ~~four~~ **three** of which shall be residents of the city of Ilwaco. No member shall serve more than two full consecutive terms on the Parks and Recreation Commission. The City Council shall seek a diverse membership that includes residents from each geographic region of the city.

Section 2. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 3. Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN
AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.**

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, Deputy City Clerk

| VOTE | Jensen | Karnofski | Marshall | Chambreau | Forner | Cassinelli |
|-------------|--------|-----------|----------|-----------|--------|------------|
| Ayes | | | | | | |
| Nays | | | | | | |
| Abstentions | | | | | | |
| Absent | | | | | | |

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

**CITY OF ILWACO
ORDINANCE NO. 777**

**AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, ESTABLISHING A
PARKS AND RECREATION COMMISSION.**

WHEREAS, the City of Ilwaco wishes to encourage citizen input into the parks and recreation planning process by establishing a Parks and Recreation Commission to study the parks and recreation needs of the citizens of Ilwaco and make recommendations to the City Council concerning those needs.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO,
WASHINGTON, DOES ORDAIN AS FOLLOWS:**

Section 1. Ilwaco Municipal Code Chapter 2.30 Adopted. IMC Chapter 2.30, to be entitled "Parks and Recreation Commission" is hereby adopted to read as follows:

CHAPTER 2.30

PARKS AND RECREATION COMMISSION

Sections:

- 2.30.010 Created—Membership.**
- 2.30.020 Appointment of Members—Terms.**
- 2.30.030 Powers.**
- 2.30.040 Organization.**
- 2.30.050 Summary Preparation.**
- 2.30.060 Removal and Vacancies.**

2.30.010 Created—Membership.

There is hereby created a Parks and Recreation Commission consisting of five members, four of which shall be residents of the city of Ilwaco. No member shall serve more than two full consecutive terms on the Parks and Recreation Commission. The City Council shall seek a diverse membership that includes residents from each geographic region of the city.

2.30.020 Appointment of Members—Terms.

A. Members of the newly established five member commission shall be appointed by the mayor and confirmed by the council. Positions 1, 2 and 3 will initially serve a four-year term expiring in 2014, with four-year terms being assigned thereafter, and Positions 4 and 5 will be assigned two-year terms expiring in 2012, with four-year terms being assigned thereafter, in order to create staggered terms for the overall membership.

B. The Parks and Recreation Commission shall serve the City Council as an advisory body with power to recommend policy to the council. The commission shall not take binding action on behalf of the city.

2.30.030 Powers.

The Parks and Recreation Commission of the city shall have the following duties:

A. The commission shall study the recreation needs of the citizens of Ilwaco and make recommendations to the City Council concerning those needs. In that regard the commission shall:

1. Acquaint itself with the recreation needs of the citizens of Ilwaco;
2. Evaluate existing programs, activities and facilities in relation to current and projected recreation needs of Ilwaco residents;
3. Recommend programs and activities to meet the needs of all segments of the population;
4. Strengthen coordination for recreation programs between agencies, including but not limited to coordination with the school districts serving Ilwaco;
5. Encourage and stimulate citizens to become involved in neighborhood and civic activities;
6. Research and recommend the development of newly acquired and undeveloped park properties within the Ilwaco city limits;
7. Consider the needs of plant and animal life during open space and park planning activities;
8. Assist the administration in managing the Black Lake Department of Ecology grants for the eradication of the invasive species; and
9. Assist the administration in managing the Black Lake Fishing Derby.

B. The commission shall periodically have the responsibility of advising and making recommendations to the appropriate staff for the beautification, improvement, management and control of all parks and recreation grounds, facilities, and open space.

C. The commission shall periodically review whether the lands being used for park and recreation purposes are adequate, and shall recommend to the City Council what additional lands and grounds should be acquired and used for park and recreation purposes and long-range capital budget necessary to support the recommendations.

D. The commission shall review, discuss and analyze such products and projects as may be referred to the commission by the City Council.

E. The commission shall, on a regular basis, be available for citizen input concerning any matter that the commission is considering or may consider.

F. The commission shall make recommendations to the City Council and the Planning Commission regarding adoption of or amendments to the Parks, Open Space and Recreation Element of the Comprehensive Plan.

2.30.040 Organization.

A. City staff will be assigned as deemed necessary by the mayor in support of the commission.

B. The mayor may appoint a chair and vice chair from the membership, or choose to allow the commission to elect them from its members. The chair and vice chair terms of office shall be for one year. The appointed or elected vice chair shall preside in the absence of the chair. The chair and vice chair shall be voting members of the commission. The mayor may create and fill other such offices as is determined necessary.

C. At least once each year, the commission shall meet with the council at a joint study session to discuss the commission's work plan for the coming year and other issues of general interest.

D. The commission shall adopt such rules and regulations as are necessary for the conduct of its business, including rules of procedure.

E. A simple majority of commission members shall represent a quorum for the transaction of business, and a majority vote of those present shall be necessary to carry any proposition.

F. The commission shall conduct meetings in accordance with the Open Public Meetings Act, and shall, whenever possible, keep an audio recording and/or written record of its meetings, business transactions, findings and determinations.

G. The commission chair shall provide monthly reports to the City Council.

2.30.050 Summary Preparation.

A. A sufficient record must be kept to furnish evidence that the Parks and Recreation Commission has complied with the rules by which it is governed.

B. Summaries shall show exactly what actions were taken and decisions made at the commission meeting(s). The following is a list of information to be included in the summaries:

1. Date of meeting;
2. Location of meeting;
3. Type of meeting (regular, continued, public hearing, etc.);
4. Time of meeting;
5. Time meeting commenced;
6. Officials/members present*;
7. Officials/members absent or excused*;
8. Topics of business;
9. Actions taken on each business matter;
10. Record of motions;
11. Record of voting;
12. Date and time of next scheduled meeting; and
13. Time of adjournment.

*If a commission member leaves during a meeting, time of departure and time of return should be noted, if applicable. If a commission member arrives after commencement of the meeting, time of arrival should be noted.

C. Standard format. Use of standardized format to create uniformity of summary entries and to save time in composing the record shall be developed by the City Clerk. Composition of the meeting summaries shall require the input of only specifics, such as verbiage of motions made, maker of motions and second, and results of voting. Other statements, discussion, and remarks of individual commissioners and commentators will not be noted in the summaries. Written statements may be submitted to the City Clerk and will be retained in the appropriate meeting file.

D. Summaries of each meeting will be prepared by staff, or designee, approved by the commission, and placed on the council consent agenda for approval.

2.30.060 Removal and vacancies.

The mayor may remove any appointed member of the commission with the approval of the

majority of the City Council. The commission may, by a vote in favor thereof by a majority of its members, recommend to the City Council removal of an appointed member upon such grounds as inefficiency, neglect of duty or malfeasance in office. Three consecutive unexcused absences by any commission member from both regular and special meetings shall constitute grounds for removal. Attendance of a commission member that falls below 80 percent due to unexcused absences during any twelve-month period shall also be grounds for removal. Any commission member may resign at any time by delivering written notice to the City Clerk. Vacancies that occur other than by expiration of term shall be filled for the unexpired term in the manner used for regular appointment to the commission.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section X. Effective Date. This ordinance takes effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS 13TH DAY OF DECEMBER, 2010.

Mike Cassinelli, Mayor

ATTEST:

PJ Kezele, Deputy City Clerk

| VOTE | Jensen | Chin | Marshall | Greene | Forner | Cassinelli |
|-------------|--------|------|----------|--------|--------|------------|
| Ayes | X | X | X | X | X | |
| Nays | | | | | | |
| Abstentions | | | | | | |
| Absent | | | | | | |

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EFFECTIVE: December 27, 2010

Chapter 2.30 PARKS AND RECREATION COMMISSION

Sections:

2.30.010 Created—Membership.

2.30.020 Appointment of members—Terms.

2.30.030 Powers.

2.30.040 Organization.

2.30.050 Summary preparation.

2.30.060 Removal and vacancies.

2.30.010 Created—Membership.

There is hereby created a parks and recreation commission consisting of five (5) members, four (4) of which shall be residents of the city of Ilwaco. No member shall serve more than two (2) full consecutive terms on the parks and recreation commission. The city council shall seek a diverse membership that includes residents from each geographic region of the city. (Ord. 777 § 1 (part), 2010)

2.30.020 Appointment of members—Terms.

A. Members of the newly established five (5) member commission shall be appointed by the mayor and confirmed by the council. Positions 1, 2 and 3 will initially serve a four (4) year term expiring in 2014, with four (4) year terms being assigned thereafter, and Positions 4 and 5 will be assigned two (2) year terms expiring in 2012, with four (4) year terms being assigned thereafter, in order to create staggered terms for the overall membership.

B. The parks and recreation commission shall serve the city council as an advisory body with power to recommend policy to the council. The commission shall not take binding action on behalf of the city. (Ord. 777 § 1 (part), 2010)

2.30.030 Powers.

The parks and recreation commission of the city shall have the following duties:

A. The commission shall study the recreation needs of the citizens of Ilwaco and make recommendations to the city council concerning those needs. In that regard the commission shall:

1. Acquaint itself with the recreation needs of the citizens of Ilwaco;

2. Evaluate existing programs, activities and facilities in relation to current and projected recreation needs of Ilwaco residents;
 3. Recommend programs and activities to meet the needs of all segments of the population;
 4. Strengthen coordination for recreation programs between agencies, including but not limited to coordination with the school districts serving Ilwaco;
 5. Encourage and stimulate citizens to become involved in neighborhood and civic activities;
 6. Research and recommend the development of newly acquired and undeveloped park properties within the Ilwaco city limits;
 7. Consider the needs of plant and animal life during open space and park planning activities;
 8. Assist the administration in managing the Black Lake Department of Ecology grants for the eradication of the invasive species; and
 9. Assist the administration in managing the Black Lake Fishing Derby.
- B. The commission shall periodically have the responsibility of advising and making recommendations to the appropriate staff for the beautification, improvement, management and control of all parks and recreation grounds, facilities, and open space.
- C. The commission shall periodically review whether the lands being used for park and recreation purposes are adequate, and shall recommend to the city council what additional lands and grounds should be acquired and used for park and recreation purposes and long-range capital budget necessary to support the recommendations.
- D. The commission shall review, discuss and analyze such products and projects as may be referred to the commission by the city council.
- E. The commission shall, on a regular basis, be available for citizen input concerning any matter that the commission is considering or may consider.
- F. The commission shall make recommendations to the city council and the planning commission regarding adoption of or amendments to the parks, open space and recreation element of the comprehensive plan. (Ord. 777 § 1 (part), 2010)

2.30.040 Organization.

- A. City staff will be assigned as deemed necessary by the mayor in support of the commission.

B. The mayor may appoint a chair and vice chair from the membership, or choose to allow the commission to elect them from its members. The chair and vice chair terms of office shall be for one (1) year. The appointed or elected vice chair shall preside in the absence of the chair. The chair and vice chair shall be voting members of the commission. The mayor may create and fill other such offices as are determined necessary.

C. At least once each year, the commission shall meet with the council at a joint study session to discuss the commission's work plan for the coming year and other issues of general interest.

D. The commission shall adopt such rules and regulations as are necessary for the conduct of its business, including rules of procedure.

E. A simple majority of commission members shall represent a quorum for the transaction of business, and a majority vote of those present shall be necessary to carry any proposition.

F. The commission shall conduct meetings in accordance with the Open Public Meetings Act, and shall, whenever possible, keep an audio recording and/or written record of its meetings, business transactions, findings and determinations.

G. The commission chair shall provide monthly reports to the city council. (Ord. 777 § 1 (part), 2010)

2.30.050 Summary preparation.

A. A sufficient record must be kept to furnish evidence that the parks and recreation commission has complied with the rules by which it is governed.

B. Summaries shall show exactly what actions were taken and decisions made at the commission meeting(s). The following is a list of information to be included in the summaries:

1. Date of meeting;
2. Location of meeting;
3. Type of meeting (regular, continued, public hearing, etc.);
4. Time of meeting;
5. Time meeting commenced;
6. Officials/members present*;
7. Officials/members absent or excused*;

8. Topics of business;
9. Actions taken on each business matter;
10. Record of motions;
11. Record of voting;
12. Date and time of next scheduled meeting; and
13. Time of adjournment.

*If a commission member leaves during a meeting, time of departure and time of return should be noted, if applicable. If a commission member arrives after commencement of the meeting, time of arrival should be noted.

C. Standard Format. Use of standardized format to create uniformity of summary entries and to save time in composing the record shall be developed by the city clerk. Composition of the meeting summaries shall require the input of only specifics, such as verbiage of motions made, maker of motions and second, and results of voting. Other statements, discussion, and remarks of individual commissioners and commentators will not be noted in the summaries. Written statements may be submitted to the city clerk and will be retained in the appropriate meeting file.

D. Summaries of each meeting will be prepared by staff, or designee, approved by the commission, and placed on the council consent agenda for approval. (Ord. 777 § 1 (part), 2010)

2.30.060 Removal and vacancies.

The mayor may remove any appointed member of the commission with the approval of the majority of the city council. The commission may, by a vote in favor thereof by a majority of its members, recommend to the city council removal of an appointed member upon such grounds as inefficiency, neglect of duty or malfeasance in office. Three (3) consecutive unexcused absences by any commission member from both regular and special meetings shall constitute grounds for removal. Attendance of a commission member that falls below eighty percent (80%) due to unexcused absences during any twelve (12) month period shall also be grounds for removal. Any commission member may resign at any time by delivering written notice to the city clerk. Vacancies that occur other than by expiration of term shall be filled for the unexpired term in the manner used for regular appointment to the commission. (Ord. 777 § 1 (part), 2010)

City of Ilwaco
Parks and Recreation Commission
May 12, 2015

A. Call to Order

1. Chairman Haldeman called the meeting to order at 6:05pm.

B. Roll Call

1. Present: Commission members Haldeman, Ducharme, Schimelpfenig, Karnofski. Absent: Commission member Wilkie.

C. Business

1. WWRP – Local Parks Grant

- i. The commission decided not to continue with the grant process by not submitting a certification of match form to RCO in the amount of \$350,000. 4 Ayes 0 Nays 0 Abstains
- ii. Discussion commenced about locally funding a smaller scale upgrade to certain elements of City Park. This will be an ongoing discussion topic.
- iii. Commission member Karnofski reported that Council member Karnofski is still interested in putting together a Block Party fundraiser.

2. Black Lake

- i. Commission member Haldeman read an email from Dave Johnson regarding his concern about Cormorant predation of trout in Black Lake. The commission decided the Department of Fish and Wildlife's selective take of Cormorants from East Sand Island would solve the problem.
- ii. Commission member Haldeman reported on the status of the new trails being built at Black Lake and the installation of a portable toilet for trail volunteers and park users.

3. Firecracker 5k

- i. Commission member Schimelpfenig reported the Ilwaco Merchants Association has taken over the Firecracker 5k this year and have the ball rolling.

4. Parks and Recreation Appointments

- i. Commission member Haldeman explained that 4 of the 5 member's terms expire in June and asked who would like to serve another term. All members present indicated they would be willing to serve another term if no one else was interested. Commission member Wilkie will not seek another term.
- ii. Commission members discussed the possibility of eliminating or reducing the residency requirement (similar to the planning commissions move) to encourage more participation from the surrounding communities.

- iii. Commission members discussed advertising Commission member Willkie's position through newspaper and social media.

D. Next meeting

1. The next regular meeting will be June 9, 2015.

E. Adjournment

1. Meeting was adjourned at 6:58pm.



**CITY OF ILWACO
PLANNING COMMISSION MEETING**

Wednesday, June 10, 2015

A. Call to Order

1. Chair Malin called the meeting to order at 5:11 p.m.

B. Roll Call

1. Present: Nansen Malin, Cheri Diehl, Nancy McAllister. Seat 2 and 5 vacant.
2. Staff: Holly Beller, Deputy City Clerk

C. Approval of Agenda

ACTION: Motion to approve agenda. (Diehl/McAllister) 3 Ayes 0 Nays 0 Abstain

D. Approval of Minutes

**ACTION: Motion to approve the Regular Meeting minutes of June 2, 2015.
(Diehl/McAllister) 3 Ayes 0 Nays 0 Abstain.**

E. Comments of Citizens and Guests Present

F. Staff Reports

1. City Planner, Ryan Crater submitted a staff report regarding the Title 15 Code Amendment.

G. Commissioner Reports

1. Commission Chair Malin reported that the PC can expect a new member, Jackie Sheldon, manager of the Surf Pines Senior Apartments. Jackie will be sworn in before the July PC meeting by the Mayor. Malin spoke regarding Jackie's qualifications and experience with disaster management and the senior population in Ilwaco.

H. Discussion

1. **Recommendation to Council regarding Amendment to Title 15**

The commission reviewed the Amendment and Staff Report.

ACTION: The Planning Commission recommends the proposed amendment to be recommended to City Council as "Approved".

(Diehl/McAllister) 3 Ayes 0 Nays 0 Abstain

I. Adjournment

ACTION: Motion to adjourn the meeting (McAllister). Chair Malin adjourned the meeting at 5:21 p.m.

Nansen Malin, Chair

Holly Beller, Deputy City Clerk



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June 10, 2015

To: City of Ilwaco Planning Commission
From: Ryan E. Crater – City Planner
Subject: Title 15 Code Amendment – Violations and Penalties

Purpose:

The proposed code amendment is necessary in order to allow the city to properly enforce the regulations contained within Title 15. The proposed amendment will reference specific enforcement regulations (Title 11), which will contain procedures to follow when taking formal enforcement actions outside of general compliance measures taken by the City Planner or City Staff when resolving code violations.

Title 15.56.030 – Amendments to Development Regulations

Amendments to the Development Regulations must follow the following process.

- A. Development regulations may be amended at any time; provided, that following the amendment(s), they continue to be in compliance with the comprehensive plan.
- B. Any person, including applicants, citizens, city councilmembers, planning commissioners, city staff and staff of other agencies, may suggest an amendment to a city development regulation.
- C. Suggested amendments must be submitted to the city planner on a form provided by the city.
- D. Upon receipt of an application for amendments to development regulations, the city planner will contact relevant city departments to determine the availability and capacity of capital facilities necessary to accommodate the level of development that could occur if the development regulations amendment were to be granted. If capital facilities are determined to be adequate to accommodate the amendment to this title, the city planner will schedule and advertise a city council public hearing to consider the amendment proposal.
- E. The planning commission will review the application for amendments based on the following considerations:

1. The proposed amendment is consistent with the goals and policies of the comprehensive plan;
2. The proposed amendment will not adversely impact the general health, safety and welfare of the community;
3. Findings of the city planner regarding availability and capacity of capital facilities, according to relevant city departments;
4. Recommendations of staff and public input.

F. The planning commission will submit a written recommendation to the city council regarding the proposed amendment.

G. Upon receipt of the planning commission's recommendation, and after due notice, the city council will hold a public hearing on the proposed amendments to the development regulations.

H. Following the public hearing, the city council will adopt or reject the proposed amendment or enact a modified proposal that is within the scope of matters considered in the hearing.

SEPA Review:

Amendments to the Development Regulations are subject to SEPA review in order to address potential impacts.

The proposed amendments covered under this application are Categorically Exempt per:

WAC 197-11-800 (19)(a) and (b)

(19) **Procedural actions.** The proposal, amendment or adoption of legislation, rules, regulations, resolutions or ordinances, or of any plan or program shall be exempt if they are:

(a) Relating solely to governmental procedures, and containing no substantive standards respecting use or modification of the environment.

(b) Text amendments resulting in no substantive changes respecting use or modification of the environment

Notice to the Washington State Department of Commerce:

Amendments to the Development Regulations are subject to a "Notice of intent to Adopt Amendments" review procedure. The proposed amendments will be submitted to Commerce through the expedited review process, which has a 10 day turnaround. This will be followed up with a "Notice of Final Adoption of Amendment" to Commerce after City Council takes final action on this application.

Planners Review:

1. The proposed amendments are consistent with the goals and policies of the Comprehensive Plan.
2. The proposed amendment will not adversely impact the general health, safety, and welfare of the community.
3. The proposed amendment will not impact the capacity of Capital Facilities of the City.
4. The City Planner recommends the proposed amendment be recommended to City Council as **"Approved"**.

Planning Commission Actions:

The planning commission will submit a written recommendation to City Council regarding the proposed amendment.

City Council Actions:

City Council will hold a Public Hearing, after due notice (see Title 15.08.090), per the procedures outlined in Title 15.08.110

Ryan E. Crater
City Planner

PARKS AND RECREATION COMMISSION APPOINTMENTS

| SEAT | NAME | START TERM | END TERM | NOTES |
|------|--------------------|------------|----------|----------------------|
| 1 | Nicholas Haldeman | 2012 | 2015 | 1 St Term |
| 2 | Danielle Wilkie | 2012 | 2015 | 1 St Term |
| 3 | Jon Ducharme | 2012 | 2015 | 1 St Term |
| 4 | Rick Schimelpfenig | 2011 | 2013 | 1 St Term |
| 5 | Vacant | 2011 | 2013 | |

All terms expire at the end of June.

2015

| SEAT | NAME | START TERM | END TERM | NOTES |
|------|--------------------|------------|----------|------------------------------|
| 1 | Nicholas Haldeman | 2015 | 2019 | 2 nd Term - Maxed |
| 2 | Vacant | | 2019 | |
| 3 | Jon Ducharme | 2015 | 2019 | 2 nd Term - Maxed |
| 4 | Rick Schimelpfenig | 2013 | 2016 | 2 nd Term - Maxed |
| 5 | Jarrold Karnofski | 2014 | 2016 | 1 st Term |

All terms expire at the end of June.



Washington State Auditor's Office Entrance Conference

Integrity • Respect • Independence

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About our Office

The Washington State Auditor's Office's vision is government that works for citizens. Our goal is for government that works better, costs less and earns greater public trust.

The purpose of this meeting is to share our planned audit scope so that we are focused in the most significant areas. We value and appreciate your input.

Audit Scope

Based on our preliminary planning, we will perform the following audits:

- **Accountability audit** for the fiscal years 2012, 2013 and 2014

We will assess for the management, use and safeguarding of public resources to ensure there is protection from misuse and misappropriation. In addition, we will evaluate whether there is reasonable assurance for adherence to applicable state laws, regulations and policies and procedures.

We plan to evaluate the following areas:

- Open public meetings
- General revenues and expenditures
- Budget compliance – follow up only
- Financial condition
- Controls over significant accounting systems
 - Cash receipting
 - Disbursement
 - Payroll
 - Utility billing
- Third party cash receipting

- **Financial statement audit** for the fiscal years 2014

The purpose of our financial statement audit will be to provide an opinion on whether your financial statements are presented fairly, in all material respects, in accordance with the applicable reporting framework. The audit does not attempt to confirm the accuracy of every amount, but does search for errors large enough to affect the conclusions and decisions of a financial statement user.

- **Federal grant compliance audit** for the fiscal years 2014

An audit is required pursuant to the federal Single Audit Act of 1984 when a local government spends more than a threshold amount in federal financial assistance annually (\$500,000 for 2014, changing to \$750,000 for 2015). Our objective is to determine whether there is compliance with federal requirements that could have a direct and material effect on a major federal program and to report on noncompliance.

We plan to test the following federal programs:

- Capitalization grants for clean water state revolving funds, 66.458

Federal requirements stipulate the submission of these audit reports, along with the Data Collection Form, to the federal clearinghouse within 30 days after receipt of the report or nine months after the end of the audit period, whichever is earlier.

Engagement Letter

We have provided an engagement letter which documents both of our responsibilities for conducting and performing the audit. Additionally the letter identifies the cost of the audit, estimated timeline for completion and expected communications.

Levels of Reporting

Findings

Findings formally address issues in an audit report. Findings report significant deficiencies and material weaknesses in internal controls; misappropriation; and material abuse or non-compliance with laws, regulations or policies. You will be given the opportunity to respond to a finding and this response will be published in the audit report.

Management Letters

Management letters communicate control deficiencies, non-compliance or abuse with a less-than-material effect on the financial statements or other issues with significance to the audit objectives. Management letters are referenced, but not included, in the audit report.

Exit Items

Exit items address control deficiencies or non-compliance with laws or regulations that have an insignificant or immaterial effect, or errors with an immaterial effect on the financial statements. These issues are informally communicated to management.

Other Information

Confidential Information

Our Office is committed to protecting your confidential or sensitive information. Please notify us when you give us any documents, records, files, or data containing information that is covered by confidentiality or privacy laws.

Audit Costs

The cost of the audit is estimated to be approximately \$20,500, plus travel expenses.

Expected Communications

During the course of the audit, we will communicate with Ariel Smith, Treasurer on the audit status, any significant changes in our planned audit scope or schedule and preliminary results or recommendations as they are developed.

Please let us know if, during the audit, any events or concerns come to your attention of which we should be aware. We will expect Ariel to keep us informed of any such matters.

At the conclusion of the audit, we will summarize the results at the exit conference. We will also discuss any significant difficulties or disagreements encountered during the audit and their resolution.

Customer service survey

When your report is released you will receive a customer service survey from us. We value your opinions on our audit services and hope you provide us feedback.

Loss Reporting

Local governments are required to immediately notify our Office in the event of a known or suspected loss of public resources or other illegal activity. These notifications can be made on our website at <http://portal.sao.wa.gov/saoportal/public.aspx/LossReport>.

Emerging Issues

Some of the emerging issues affecting local governments are the following:

New GASB Pension Standards

GASB Statement No. 67, Financial Reporting for Pension Plans

- Effective for the year ended December 31, 2014
- Standards for financial reporting of pension plans that issue their own reports, as well as, for plans that are reported as fiduciary funds by a government
- Replaces Statement No. 25
- Fiduciary fund financial statements remain unchanged from prior standards
- BARS manual will be updated to include guidance and suggested disclosures

GASB Statement No. 68, Accounting and Financial Reporting for Pensions

- Effective for the year ended December 31, 2015

- Establishes standards of financial reporting for governments that provide pension benefits including those provided through the State's plans
- Replaces statement 27
- Net pension liability moves from a note disclosure to being reporting in the financial statements (Schedule 9 for cash basis reporters)
- Department of Retirement Systems is working to provide member employers in the State's plans with the information they will need
- BARS manual will be updated to include guidance and suggested disclosures

Change to the Open Public Meetings Act

During the 2014 legislative session, the Legislature added regular meeting agenda posting requirements to Chapter 42.30 RCW. The new section requires public agencies subject to the OPMA to "make the agenda of each regular meeting available online no later than 24 hours in advance of the published start time of the meeting." Entities that have no web site or those that employ less than 10 full-time equivalent employees are not subject to this new requirement.

The effective date of this new section of RCW 42.30 was June 12, 2014. Meetings that occur on or after June 12, 2014 must comply with this requirement.

Open Government Training Act, Effective July 1, 2014

- Every member of a governing body of a public agency must complete training requirements on the Open Public Meetings Act.
- Every local elected official and every local government Public Records Officer must receive records training concerning the Public Records Act and Records Management and Retention laws
- Training must be completed within 90 days of assuming office, assuming their duties or taking the oath of office.
- In addition, every member of a governing body and the Public Records Officer must complete "refresher" training at intervals of no more than four years as long as they remain in office.

Training resources are available on our website at
<http://www.sao.wa.gov/resources/Pages/Open-Government.aspx>

Additional information and on-line training is available at the Office of the Attorney General's website at
<http://www.atg.wa.gov/OpenGovernmentTraining.aspx>

Available Resources

The Washington State Auditor's Office also has many resources available throughout the year.

Local Government Support Team

This team provides support services to local governments through technical assistance, comparative statistics, training, and tools to help prevent and detect a loss of public funds. Our website and client portal offers many resources, including a client Help Desk that answers auditing and accounting questions. Additionally this team assists with the online filing of your financial statements.

Local Government Performance Center

The Performance Center is a resource for local governments that need to solve problems, reduce costs, and improve the value of their services to citizens. The Center offers training and tools to help local governments improve performance and effectiveness. One tool provided by the Center is the Financial Intelligence Tool or FIT. It is available to the majority of governments that report their financial statements using the BARS cash basis of accounting. You can download FIT through the online Client Portal where you sign in to file your annual report.

FIT is designed to provide understandable information to financial decision makers of any experience level. The financial data that you file online is clearly presented using widely accepted financial guidelines. To learn more about FIT and how to use it, please read a one-page explanation, which can be found at:

www.sao.wa.gov/local/Documents/FIT_Announcement_2015.pdf.